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(19) **United States**(12) **Patent Application Publication****Scott et al.**(10) **Pub. No.: US 2006/0184404 A1**(43) **Pub. Date: Aug. 17, 2006**(54) **DELIVERY OPERATIONS INFORMATION SYSTEM WITH DAILY WORKLOAD MANAGEMENT FEATURE AND METHODS OF USE**(76) Inventors: **Gale R. Scott**, Louisville, KY (US);
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WASHINGTON, DC 20001-4413 (US)**(21) Appl. No.: **11/207,908**(22) Filed: **Aug. 19, 2005****Related U.S. Application Data**

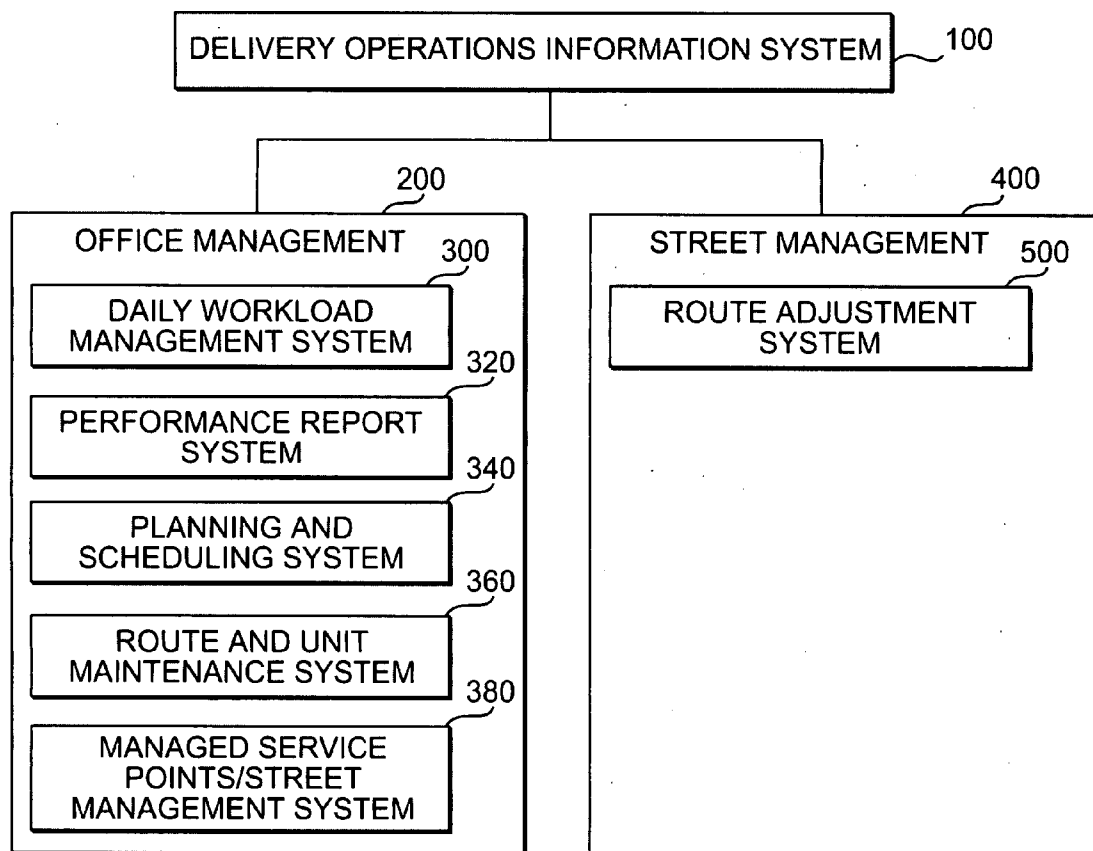
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(57)

ABSTRACT

The present invention provides a system for managing information related to a delivery service provider and systems of using such a system. The system and systems provided herein allow a delivery service provider to coordinate with efficiency the volume of mail or packages to be delivered with the carrier resources available to deliver them. In accordance with one aspect of the invention, the delivery operation information system tracks quantities of articles, schedules their distribution, and schedules and tracks the work force that distributes the articles.



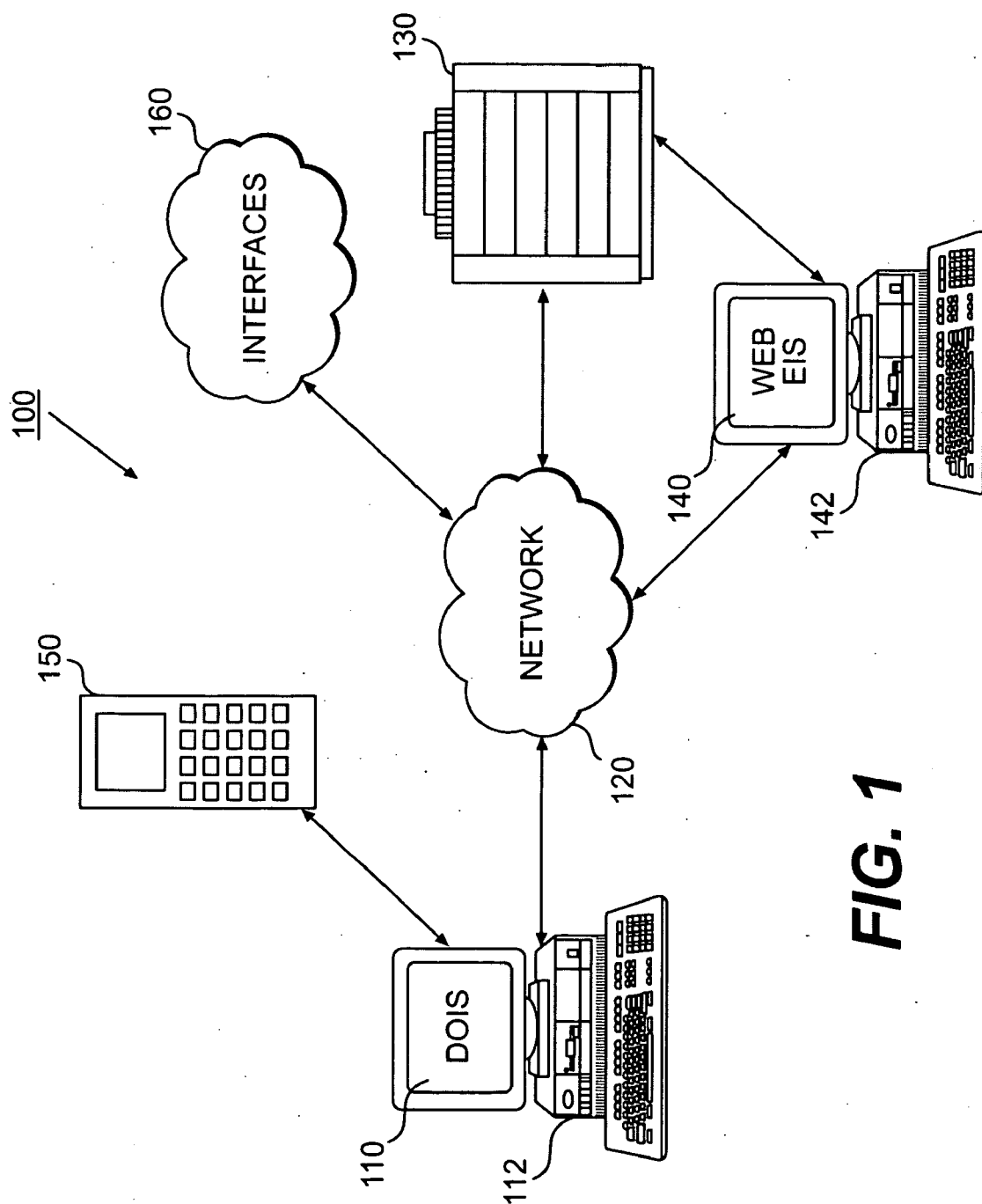


FIG. 1

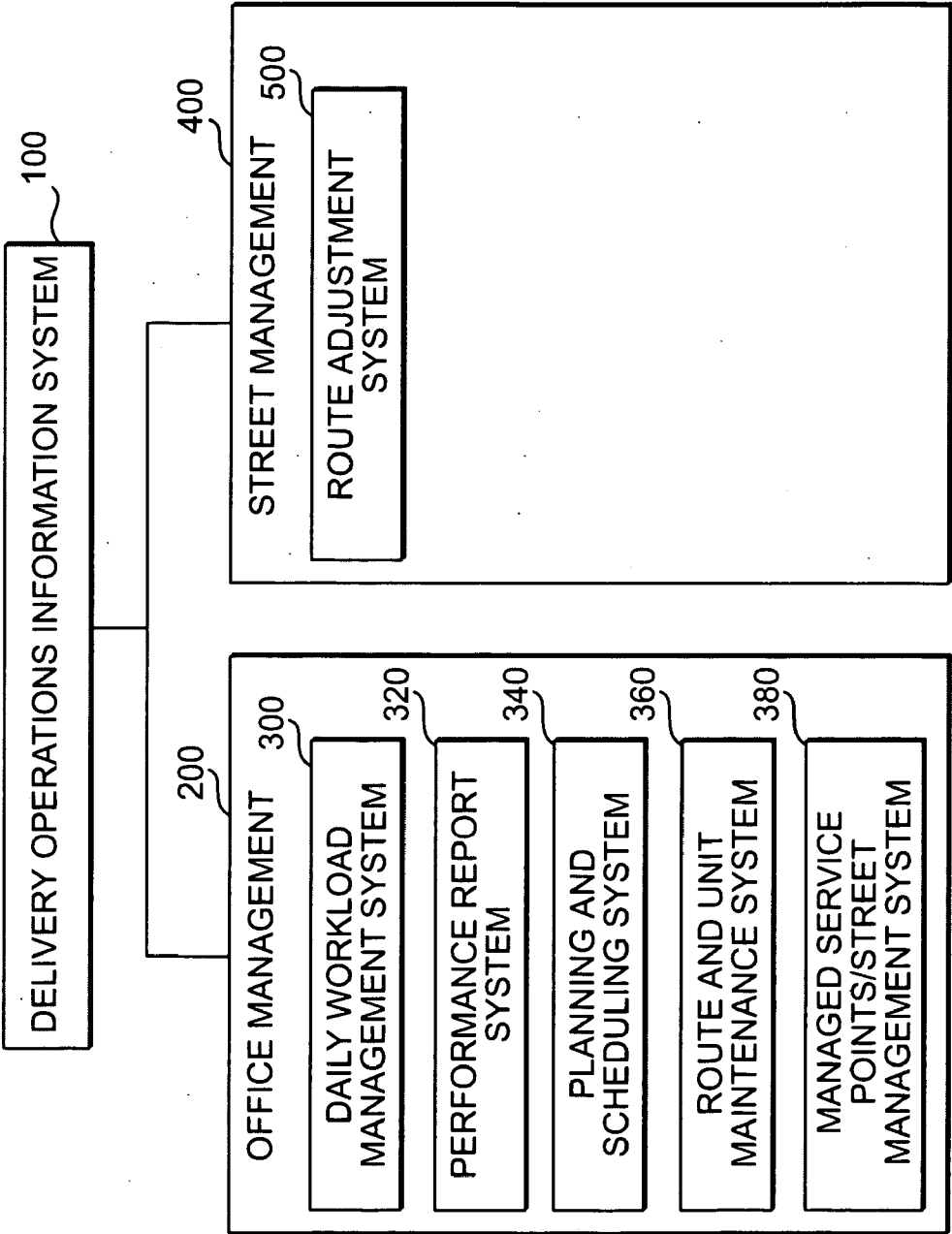


FIG. 2

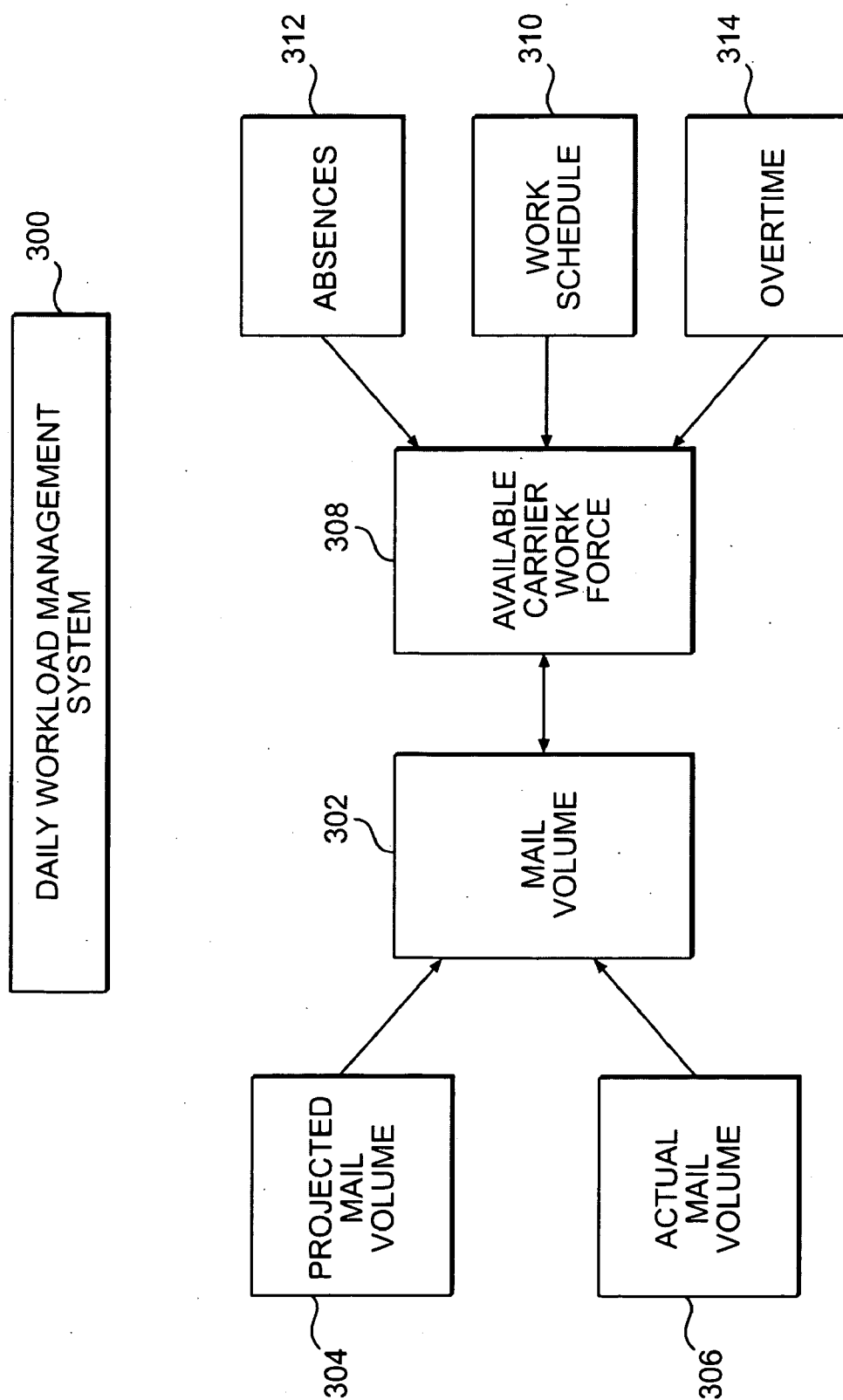


FIG. 3

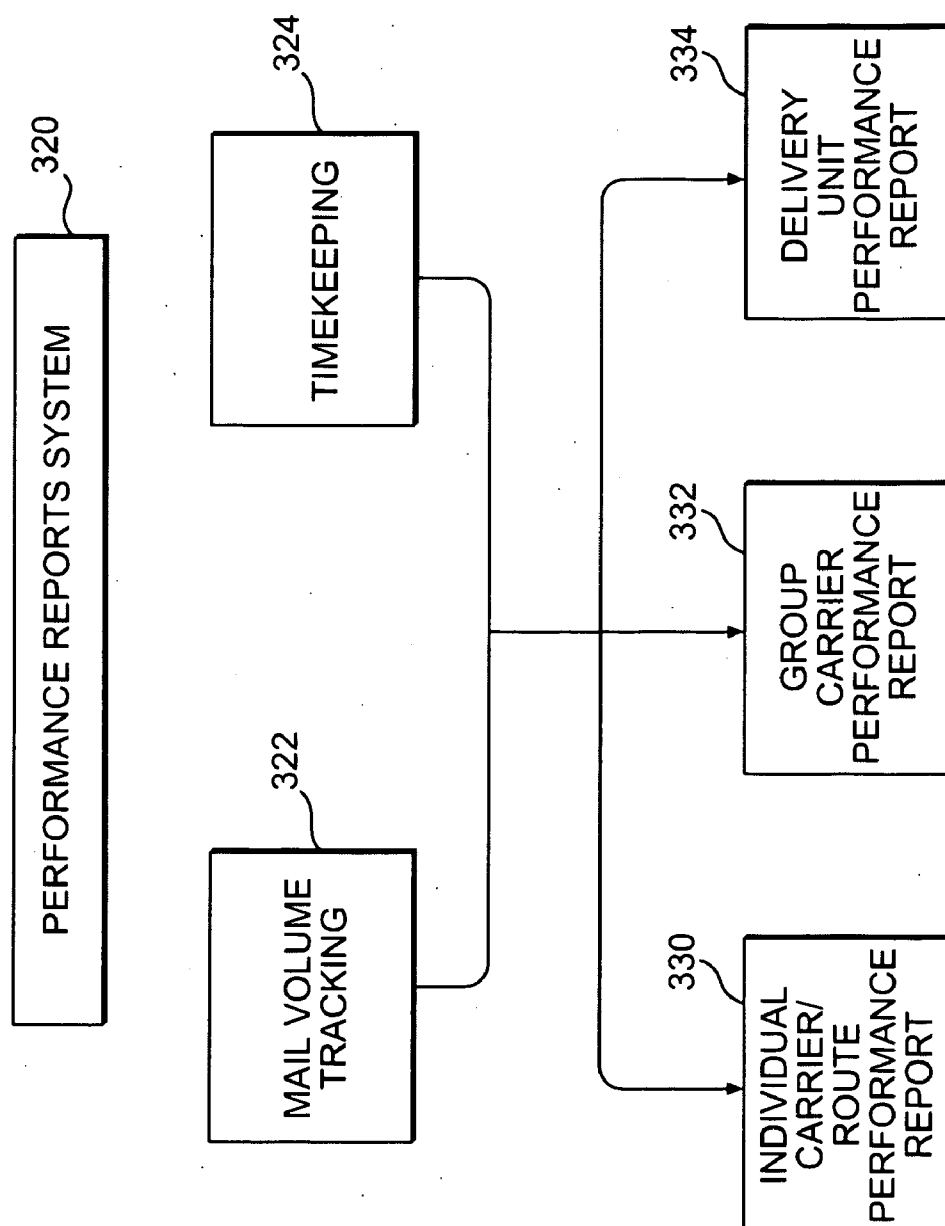


FIG. 4

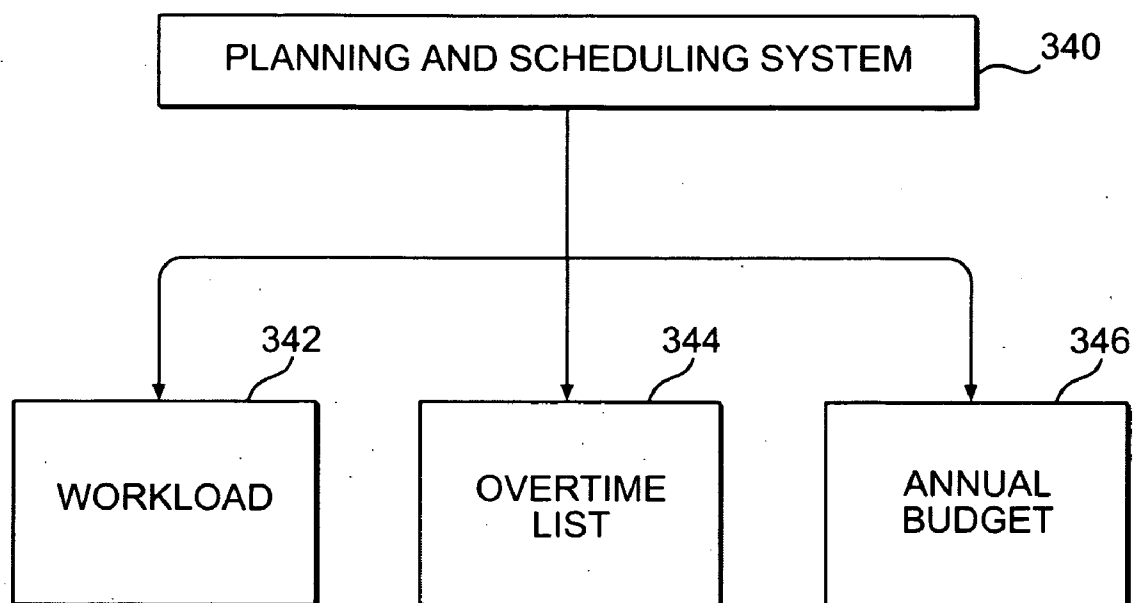


FIG. 5

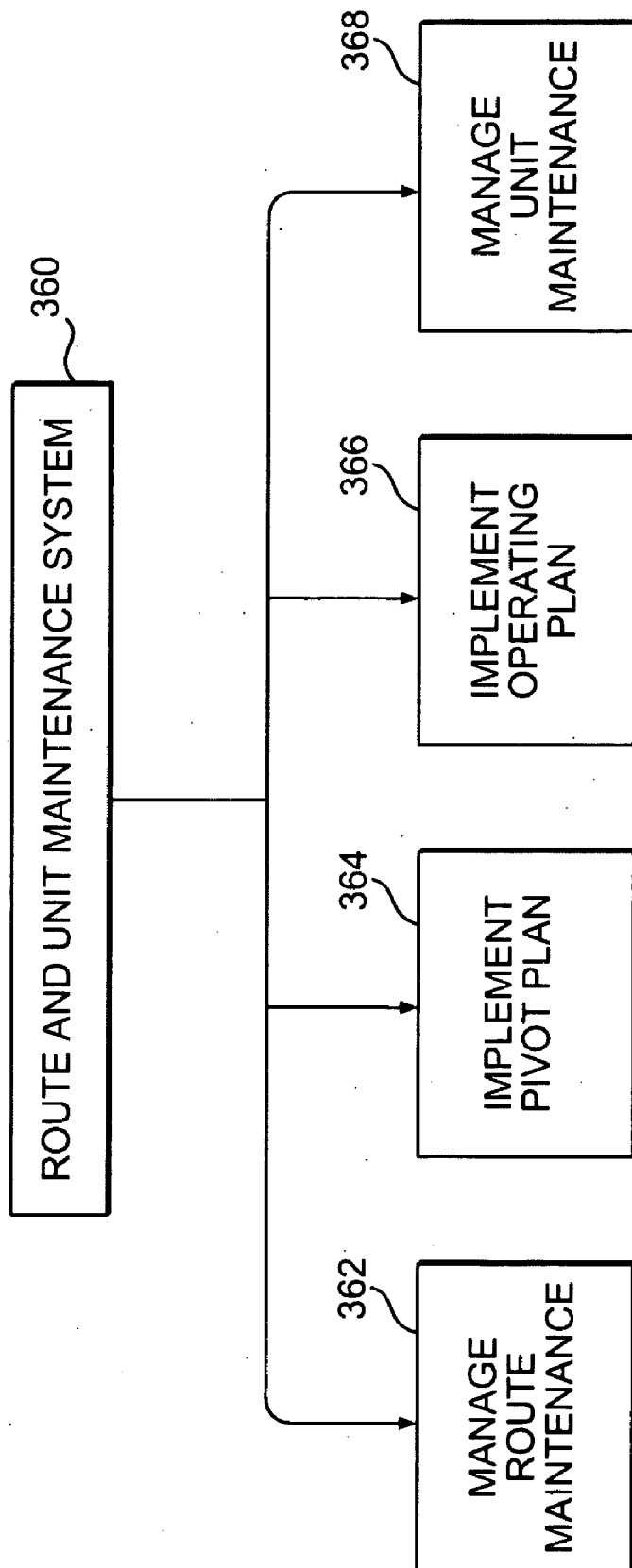


FIG. 6

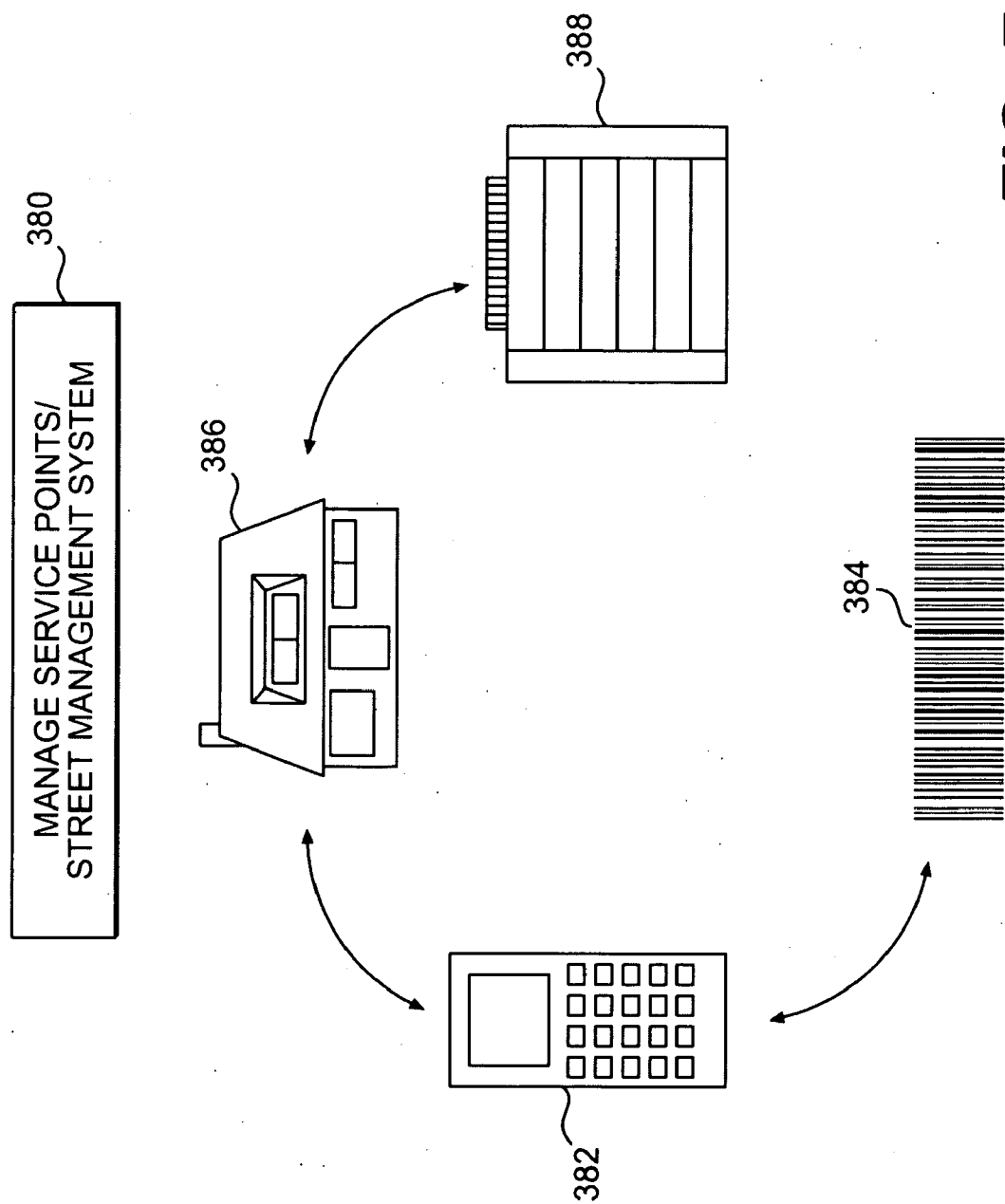


FIG. 7

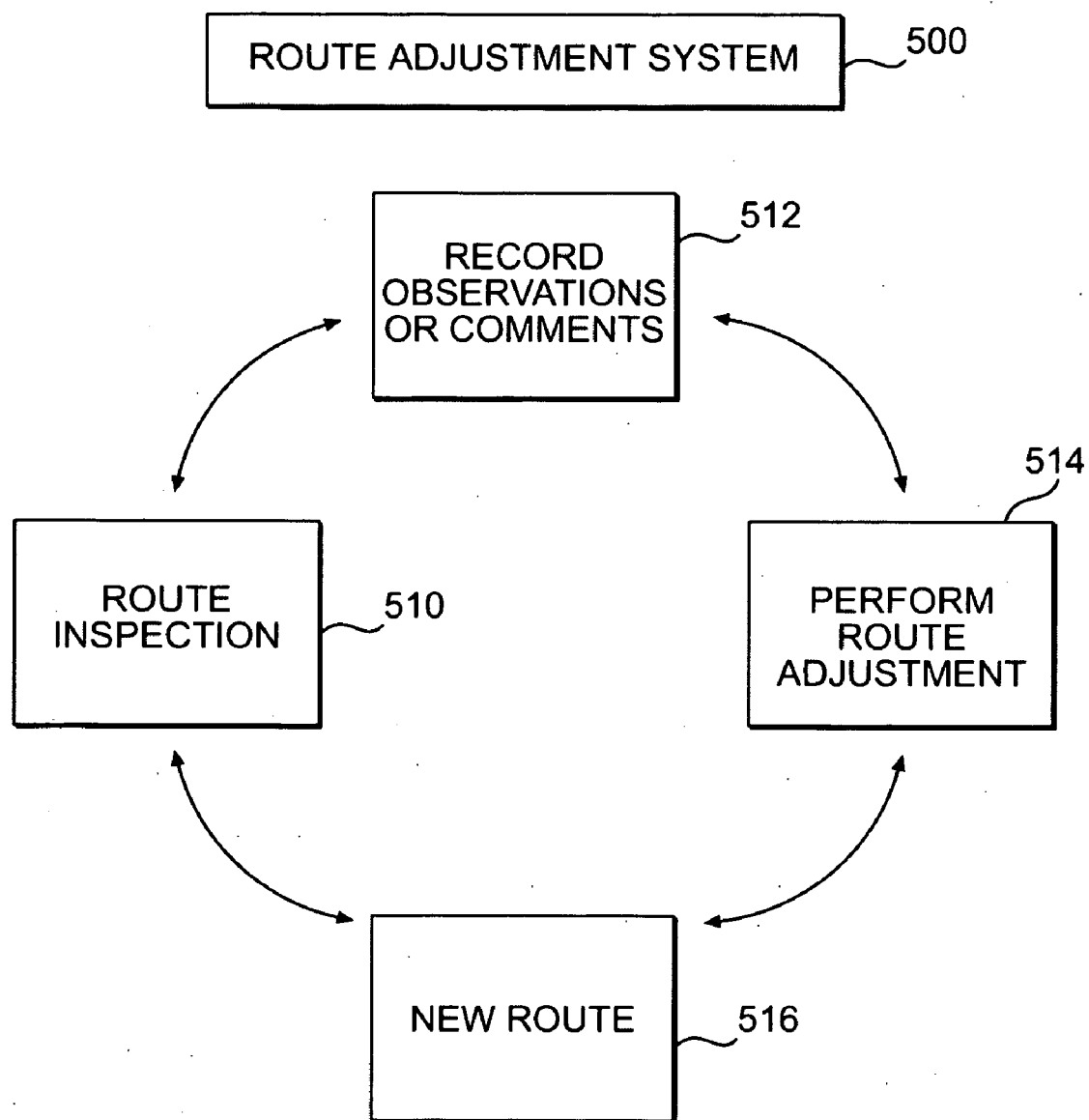


FIG. 8

Workload Status

Routes

Other

Route List/Status

Route	Carrier	+/-

Total Est. Overtime: ertimeNbr

Total Est. Undertime: ertimeNbr

Route Vacancies

Route	Hours	Planned	Type

FIG. 9

X

Change Percent to Standard

Route

cboRou ▾

Regular Carrier

%

Replacement Carrier

1

%

Display

Help

OK

Cancel

FIG. 10

Carrier Information List

X

Route

Duration of Assistance

0:00

View Unscheduled Carriers

Unscheduled Carrier Information


Carrier Name	Empl Type	Days Cased	Last Date Cased	Days Carried	Last Date Carried	OTDL Status	OT Hours	OT Opps	Hrs Week to Date
*									

Record Overtime Exception

OK

Cancel

FIG. 11

 **Supervisor Workbench**

Daily Workload Management

Performance Reports

Planning and Scheduling

Route and Unit Maintenance

Mail Volumes and Work Hours

Workload Management

Reports and Forms

☐ Capture Mail Volumes - Manual

☐ Capture Mail Volumes - DCD

☐ Daily Timekeeping Load

☐ SPLY Impacts

☐ Create Vacancy - 3971

☐ Regular/City Route Details

☐ Miscellaneous Route Details

☐ Street Pivoting

☐ Daily Assignments

☐ Record Overtime Refusal

☐ Adjust Leave/Office Time

☐ Adjust Return/Street Time

☐ Change Start Time

☐ 1564-A Delivery Instructions

☐ Revised Carrier/Route Assignment

☐ Workload Status Report

☐ Workhour Discrepancy Report

Current User: Smith, John

Current Unit: Greensboro Station, 20204-004

☐ Change Delivery Unit







FIG. 12

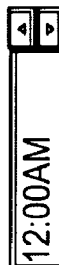
[illegible]

FIG. 13

 **Capture Mail Volumes - DCD** 

☐ Record Trip

Trip: 

Arrival Time: 

☐ Overwrite existing mail volumes? ☐

Required Steps

1. At the DCD Main Window select <T> for transfer of data from DCD to DUC.
2. Click the <Transfer Volume Data> button below to initiate the transfer.




  

FIG. 14

SPLY Impacts					
Fiscal Year:	<input type="text" value="1999"/>				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Date</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>* </td> <td></td> </tr> </tbody> </table>		Date	Description	*	
Date	Description				
*					
<input type="button" value="New"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>					
<input type="button" value="Display"/>					
<input type="button" value="Close"/>					

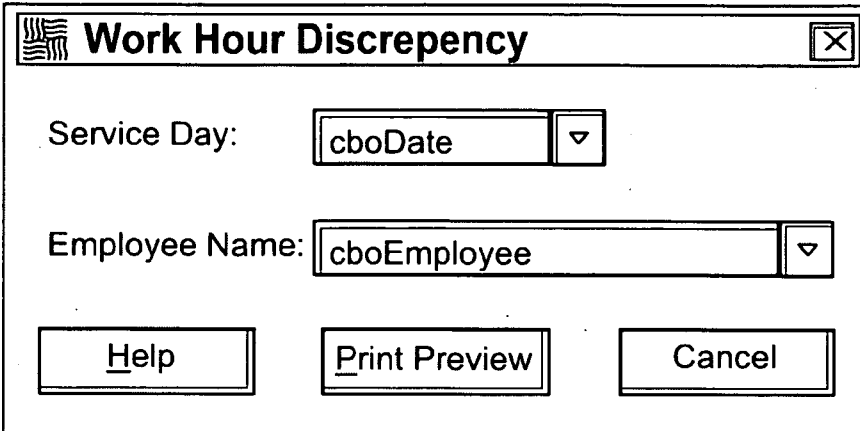
FIG. 15

The dialog box has a title bar with a flag icon, the text '1564-A Delivery Instructions', and a close button (X). Inside, the label 'Route Number' is positioned to the left of a text box containing 'cboRoute' and a downward-pointing arrow. At the bottom, there are three buttons: 'Help', 'Print Preview', and 'Cancel'.

FIG. 16

The dialog box has a title bar with a flag icon, the text 'Revised Carrier/Route Assignment', and a close button (X). Inside, the label 'Date:' is to the left of a date field showing '01/01/1700' with up and down arrow buttons. Below this is a section titled 'Report Type' containing two radio buttons: 'Carrier' and 'Route'. The 'Carrier' radio button is selected. To the right of the 'Carrier' radio button is a text box with 'cboCarrier' and a downward arrow. To the right of the 'Route' radio button is a text box with 'cboRoute' and a downward arrow. Below the 'Report Type' section is a section titled 'Report Version' containing two radio buttons: 'Carrier (without times)' and 'Supervisor (with times)'. The 'Carrier (without times)' radio button is selected. At the bottom, there are three buttons: 'Help', 'Print Preview', and 'Cancel'.

FIG. 17

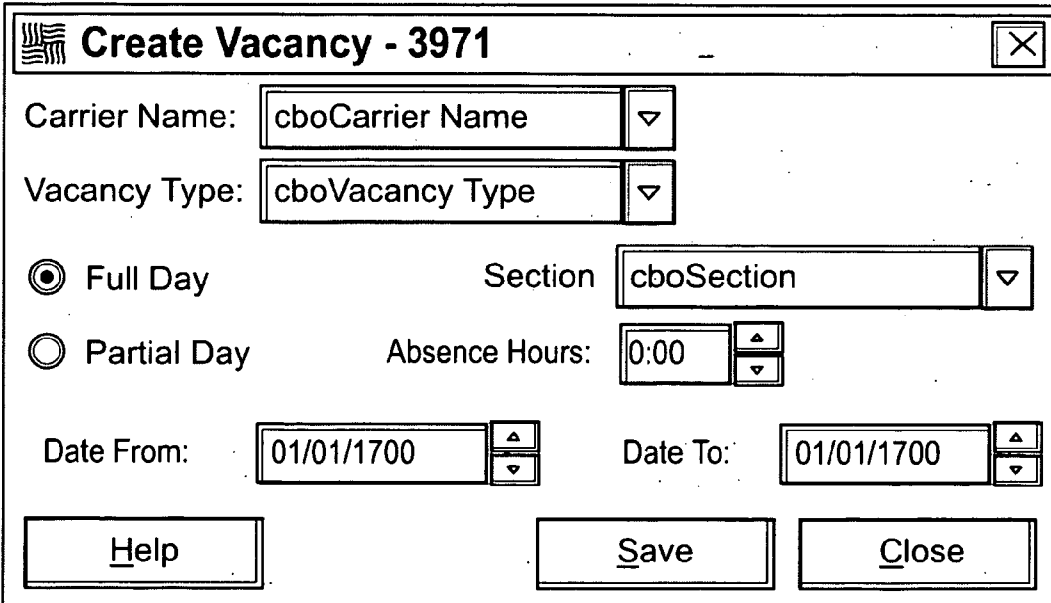


Work Hour Discrepancy

Service Day: ▾

Employee Name: ▾

FIG. 18



Create Vacancy - 3971

Carrier Name: ▾



Vacancy Type: ▾

☒ Full Day Section ▾

☐ Partial Day Absence Hours: ▴ ▾

Date From: ▴ ▾ Date To: ▴ ▾

FIG. 19

 **Route Daily Details** 

Route: 28401
Date: Monday, 11/01/1999

Regular Carrier Status

Regular Carrier.
Work Status.

Current Assignments

	Asgn	Carrier
*		

Assign

Quick Assign

Remove

Help

Close

FIG. 20

✕

Miscellaneous Route Details

Miscellaneous Route: cboMiscW

Display

Type: WA Description

Misc Route Schedule Information

Base Hrs: HH.MM

Carrier: Weisenberg, Eric

Assign..

Remove

Misc Route Auxiliary Assistance

Work Assignment Sections	
Assigned To	Duration
*	

Assign Assistance

Delete Assistance

Total Assistance. HH.MM

Help

Close

FIG. 21

Pivot Options

Pivot Options

☒ Section/Duration

☐ Bus/Res

☐ Manual

Route: cboRoute ▼

Help OK Cancel

FIG. 22

Daily Assignments List Properties/Methods


Schedule Date 01/01/1700 Display

	Carrier Name	ID	Type	OTDL Status	Start Time	Route	Asgmt	Asgn Hrs
*								

Help Change Start Time... Assign AM Overtime... Close

FIG. 23

FIG. 24

Record Overtime Exception

OTDL Carrier:
cboOTDLCarrier

Exception Date:
01/01/1700

Reason:

Hours:
4:00


☒ Opportunity

Help

Save

Close

FIG. 25

Adjust Leave/Office Time

Date:
01/01/1700

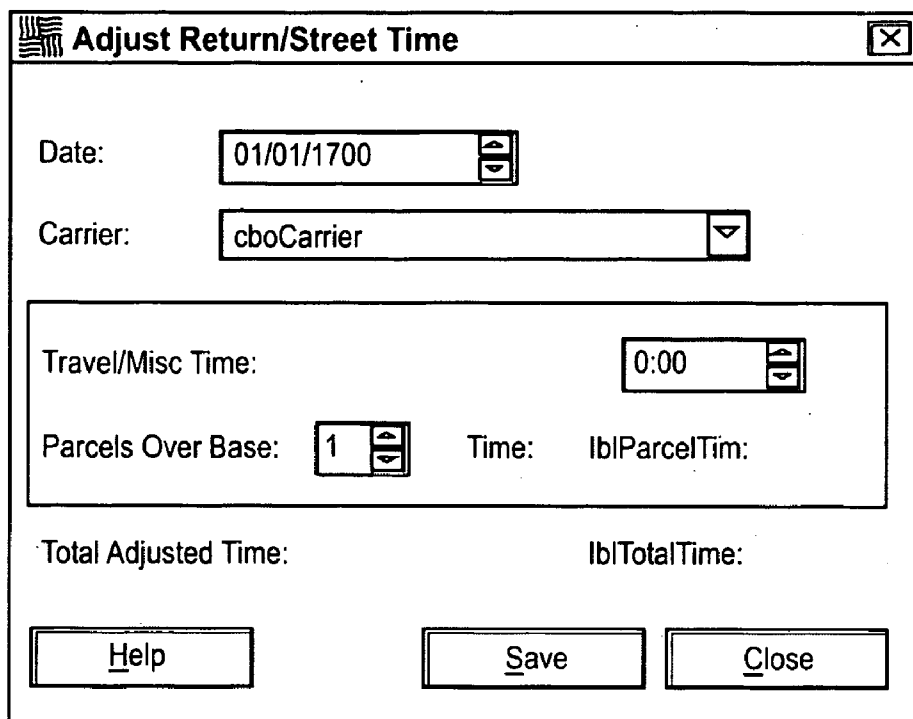
Carrier:
cboCarrier

Adjustment:
0:00

Help

Save

Close



Adjust Return/Street Time

Date: 01/01/1700

Carrier: cboCarrier

Travel/Misc Time: 0:00

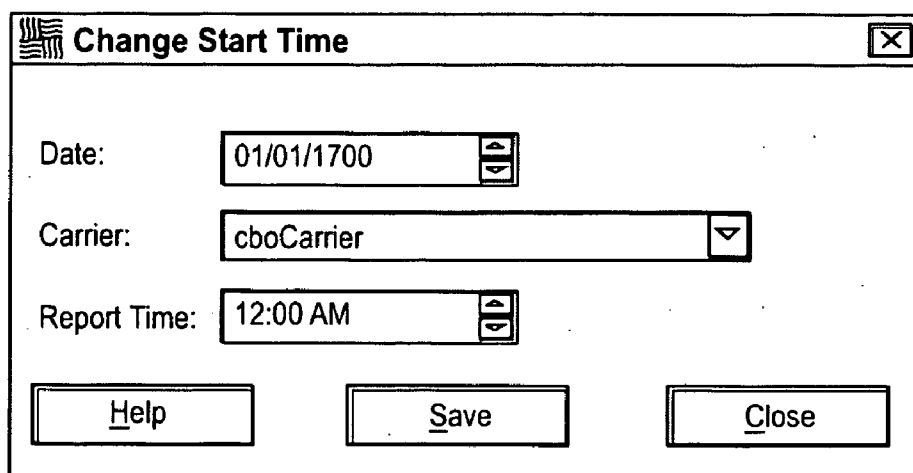
Parcels Over Base: 1 Time: IblParcelTim:

Total Adjusted Time: IblTotalTime:

Help Save Close

This dialog box is titled "Adjust Return/Street Time". It contains several input fields: a date field set to "01/01/1700", a carrier dropdown menu set to "cboCarrier", a time field for "Travel/Misc Time" set to "0:00", a numeric field for "Parcels Over Base" set to "1", and a label "Time: IblParcelTim:". At the bottom, there are labels for "Total Adjusted Time:" and "IblTotalTime:", and three buttons: "Help", "Save", and "Close".

FIG. 26



Change Start Time

Date: 01/01/1700

Carrier: cboCarrier

Report Time: 12:00 AM

Help Save Close

This dialog box is titled "Change Start Time". It contains three input fields: a date field set to "01/01/1700", a carrier dropdown menu set to "cboCarrier", and a time field for "Report Time" set to "12:00 AM". At the bottom, there are three buttons: "Help", "Save", and "Close".

FIG. 27

The dialog box is titled "Interface Configuration" and has a close button in the top right corner. It contains three tabs: "DCD", "ETC", and "AVUS/Function 4", with "AVUS/Function 4" being the active tab. Inside the dialog, there is a section labeled "Delivery Unit" which contains a "DUC ID:" label followed by a text input field and a "Generate ID" button. Below this is a table titled "Delivery Unit" with two columns: "Delivery Unit ID" and "Delivery Unit Name". The first row of the table has an asterisk (*) in the first column and is followed by a dashed line. To the right of the table are two buttons: "New" and "Delete". At the bottom of the dialog are three buttons: "Help", "OK", and "Cancel".

Interface Configuration

DCD ETC AVUS/Function 4

Delivery Unit

DUC ID:

Delivery Unit			
	Delivery Unit ID	Delivery Unit Name	
*			

FIG. 28

Delivery Operation System [DOIS]

File Application Options Window Help

Workload Status

Routes Other

Route	Carrier	Route List/Status	+	-

Total Est. Overtime: 0:00

Total Est. Undertime: 0:00

Route	Vacancies

Supervisor Workbench

Daily Workload Management

Performance Reports

Individual Performance Reports

☐ Individual Weekly Performance Report

☐ Individual Weekly Performance Bar Graph

☐ Individual Weekly Performance Trend Graph

Performance Forms

☐ 1813 - Late Leaving/Returning

☐ 3972 - Absence Analysis

Unit Performance Reports

☐ Route/Carrier Daily Performance Report

☐ Unit Daily Performance Report

☐ Unit Weekly Performance Trend Graph

☐ Dispatch Feedback Report

☐ FLASH Statistics Worksheet

☐ CSDRS Daily Worksheet

☐ CSDRS Weekly Worksheet

Planning and Scheduling

Route and Unit Maintenance

DOIS

Current User: MATT JONES

Current Unit: DOVER, NH 0382001

☐ Change Delivery Unit

RESTRICTED INFORMATION

2:12 PM

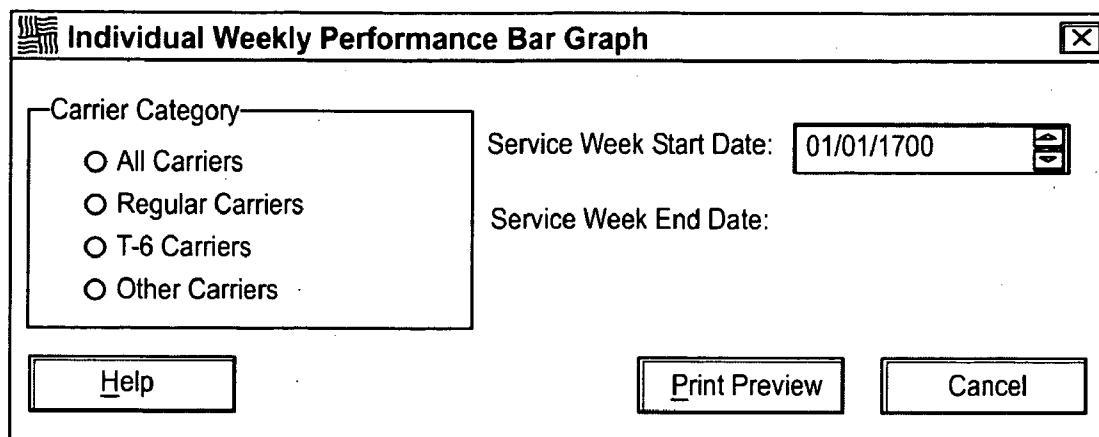
Delivery Operatio...

Microsoft Access - [SI...

Exploring - DOIS.scr...

DB2 Subsystem DS2...

FIG. 29



Individual Weekly Performance Bar Graph

Carrier Category:

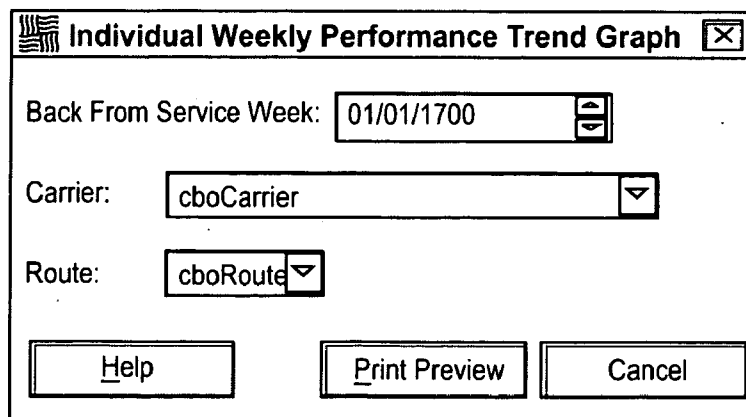
- ☐ All Carriers
- ☐ Regular Carriers
- ☐ T-6 Carriers
- ☐ Other Carriers

Service Week Start Date: 01/01/1700

Service Week End Date:

Help Print Preview Cancel

FIG. 30



Individual Weekly Performance Trend Graph

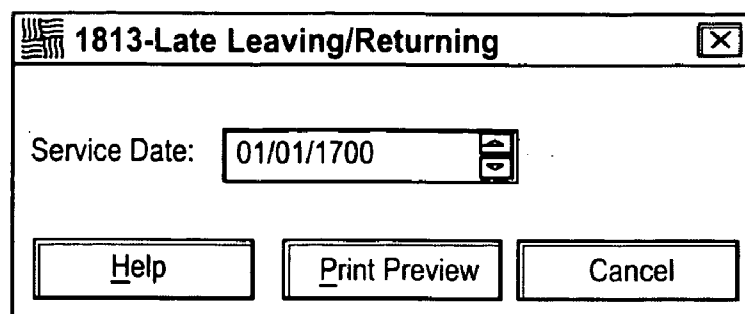
Back From Service Week: 01/01/1700

Carrier: cboCarrier

Route: cboRoute

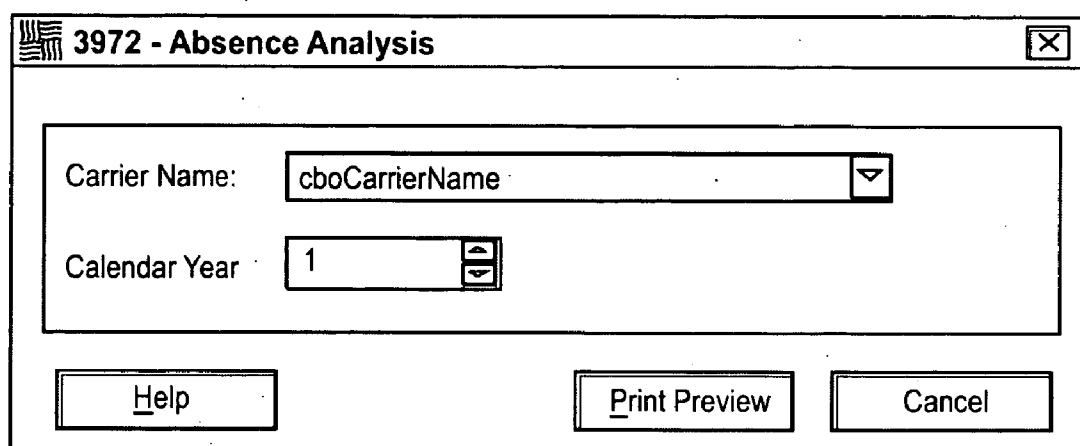
Help Print Preview Cancel

FIG. 31



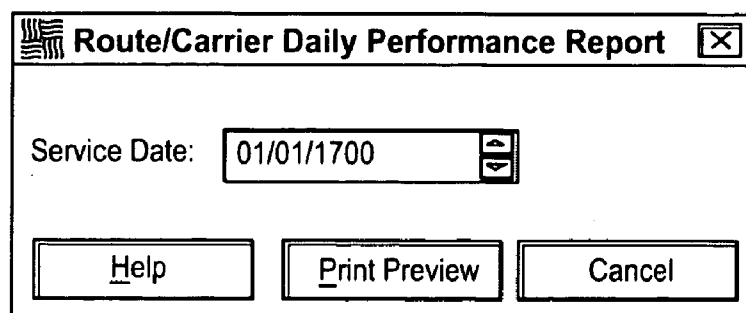
A screenshot of a software window titled "1813-Late Leaving/Returning". The window has a standard Windows-style title bar with a close button. Inside the window, there is a label "Service Date:" followed by a text box containing the date "01/01/1700" and a small calendar icon. Below the text box, there are three buttons: "Help", "Print Preview", and "Cancel".

FIG. 32



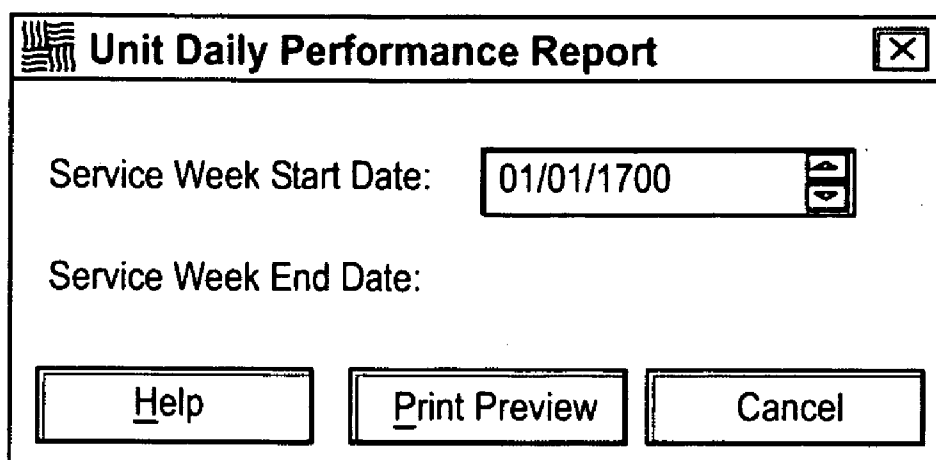
A screenshot of a software window titled "3972 - Absence Analysis". The window has a standard Windows-style title bar with a close button. Inside the window, there is a label "Carrier Name:" followed by a text box containing the text "cboCarrierName" and a dropdown arrow. Below the text box, there is a label "Calendar Year" followed by a text box containing the number "1" and a small calendar icon. Below the text boxes, there are three buttons: "Help", "Print Preview", and "Cancel".

FIG. 33



A screenshot of a software window titled "Route/Carrier Daily Performance Report". The window has a standard Windows-style title bar with a close button. Inside the window, there is a label "Service Date:" followed by a text box containing the date "01/01/1700" and a small calendar icon. Below the text box, there are three buttons: "Help", "Print Preview", and "Cancel".

FIG. 34



Unit Daily Performance Report

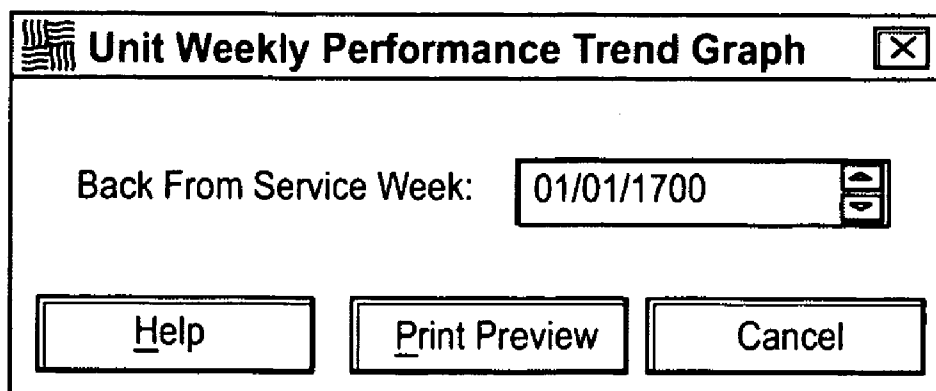
Service Week Start Date: 01/01/1700

Service Week End Date:

Help Print Preview Cancel

This is a screenshot of a software dialog box titled "Unit Daily Performance Report". It features a standard Windows-style title bar with a close button (X) in the top right corner. The main area contains two labels: "Service Week Start Date:" followed by a text input field containing "01/01/1700" and a small calendar icon to its right. Below this is the label "Service Week End Date:" followed by an empty text input field. At the bottom, there are three buttons: "Help" (with an underline under the H), "Print Preview" (with an underline under the P), and "Cancel".

FIG. 35



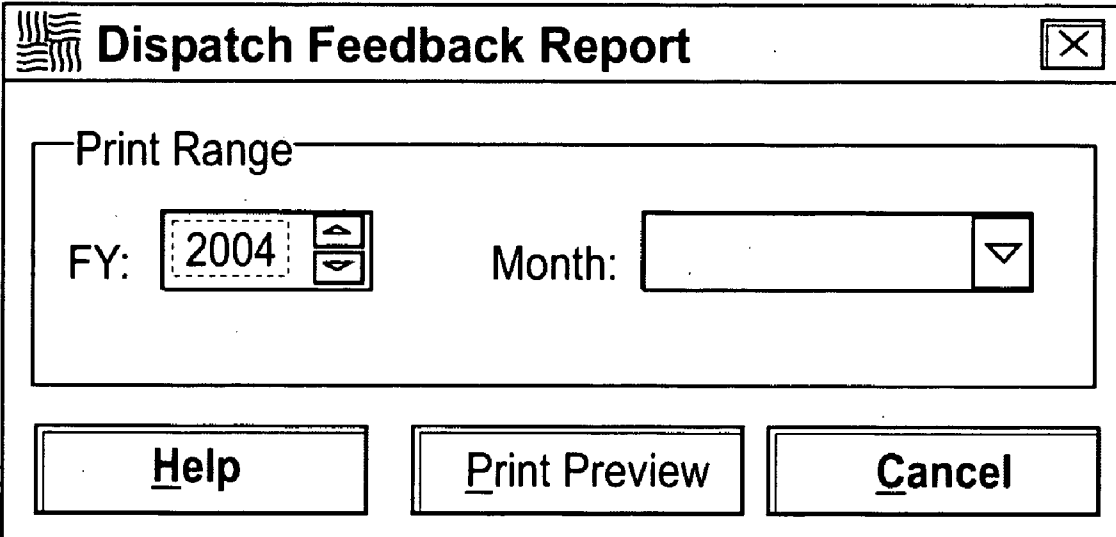
Unit Weekly Performance Trend Graph

Back From Service Week: 01/01/1700

Help Print Preview Cancel

This is a screenshot of a software dialog box titled "Unit Weekly Performance Trend Graph". It has a title bar with a close button (X) in the top right corner. The main area contains the label "Back From Service Week:" followed by a text input field containing "01/01/1700" and a small calendar icon to its right. At the bottom, there are three buttons: "Help" (with an underline under the H), "Print Preview" (with an underline under the P), and "Cancel".

FIG. 36



The image shows a software dialog box titled "Dispatch Feedback Report". The title bar includes a standard window icon on the left and a close button (X) on the right. The main content area is enclosed in a rectangular frame. At the top of this frame is the label "Print Range". Below this label are two input fields. The first field is labeled "FY:" and contains the text "2004"; it has a dashed border and is followed by a small vertical spinner control with up and down arrows. The second field is labeled "Month:" and is an empty rectangular box followed by a small downward-pointing arrow, indicating a dropdown menu. At the bottom of the dialog box, there are three buttons arranged horizontally: "Help", "Print Preview", and "Cancel". Each button has its text underlined.

Dispatch Feedback Report

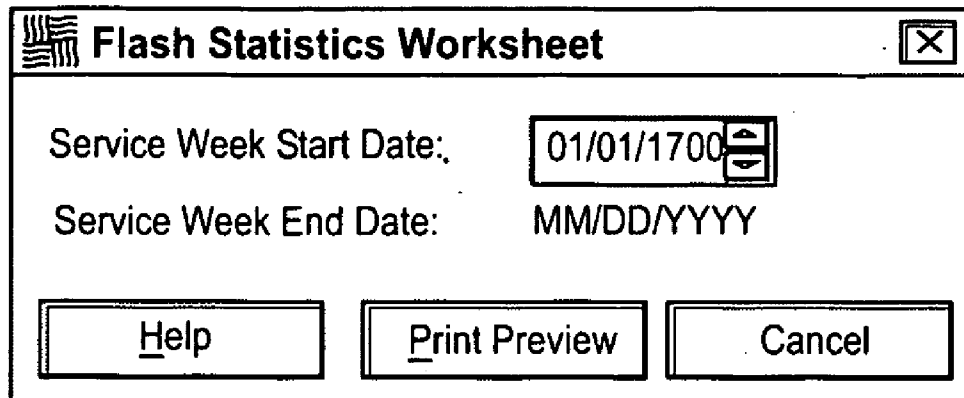
Print Range

FY: 2004

Month:

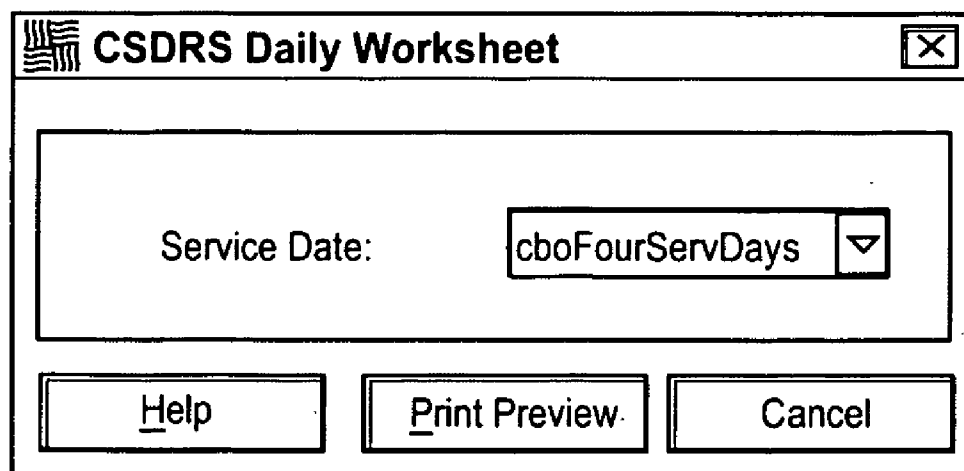
Help Print Preview Cancel

FIG. 37



The dialog box titled "Flash Statistics Worksheet" features a standard Windows-style title bar with a close button. The main content area contains two date input fields. The first field, labeled "Service Week Start Date:", contains the text "01/01/1700" and a small calendar icon. The second field, labeled "Service Week End Date:", contains the placeholder text "MM/DD/YYYY". At the bottom of the dialog, there are three buttons: "Help", "Print Preview", and "Cancel".

FIG. 38



The dialog box titled "CSDRS Daily Worksheet" has a title bar with a close button. The main content area contains a single input field labeled "Service Date:". This field contains the text "cboFourServDays" and a dropdown arrow icon. At the bottom of the dialog, there are three buttons: "Help", "Print Preview", and "Cancel".

FIG. 39

Delivery Operations Information System [DOIS]

File Application Options Window Help

Workload Status

Routes Other

Route List/Status	Carrier	+/-
Route	Carrier	

Total Est. Overtime: 0:00

Total Est. Underline: 0:00

Route Vacancies	Hours Planned	Type
Route	Hours	Type

Supervisor Workbench

Daily Workload Management

Performance Reports

Planning and Scheduling

Route and Unit Maintenance

Weekly Scheduling

☐ Weekly Schedule

☐ Create Vacancy - 3971

☐ Daily Assignments

☐ Assign AM Overtime

☐ Weekly Schedule Report

☐ Regular Work Assignments

OTDL Management

☐ Overtime Desired List (OTDL)

☐ Overtime Equity Tracking

☐ Overtime Equity Worksheet

Annual Budget

☐ Record Budget by Week

☐ Adjust Daily Budget Spread

☐ Budget Detail Reports

Current User: MATT JONES

Current Unit: DOVER, NH 0382001

☐ Change Delivery Unit

DOIS

RESTRICTED INFORMATION

Start

DB2 Subsystem DS2...

Exploring - DOIS sc...

Microsoft Access - SI...

Delivery Operatio...

2:12 PM

FIG. 40

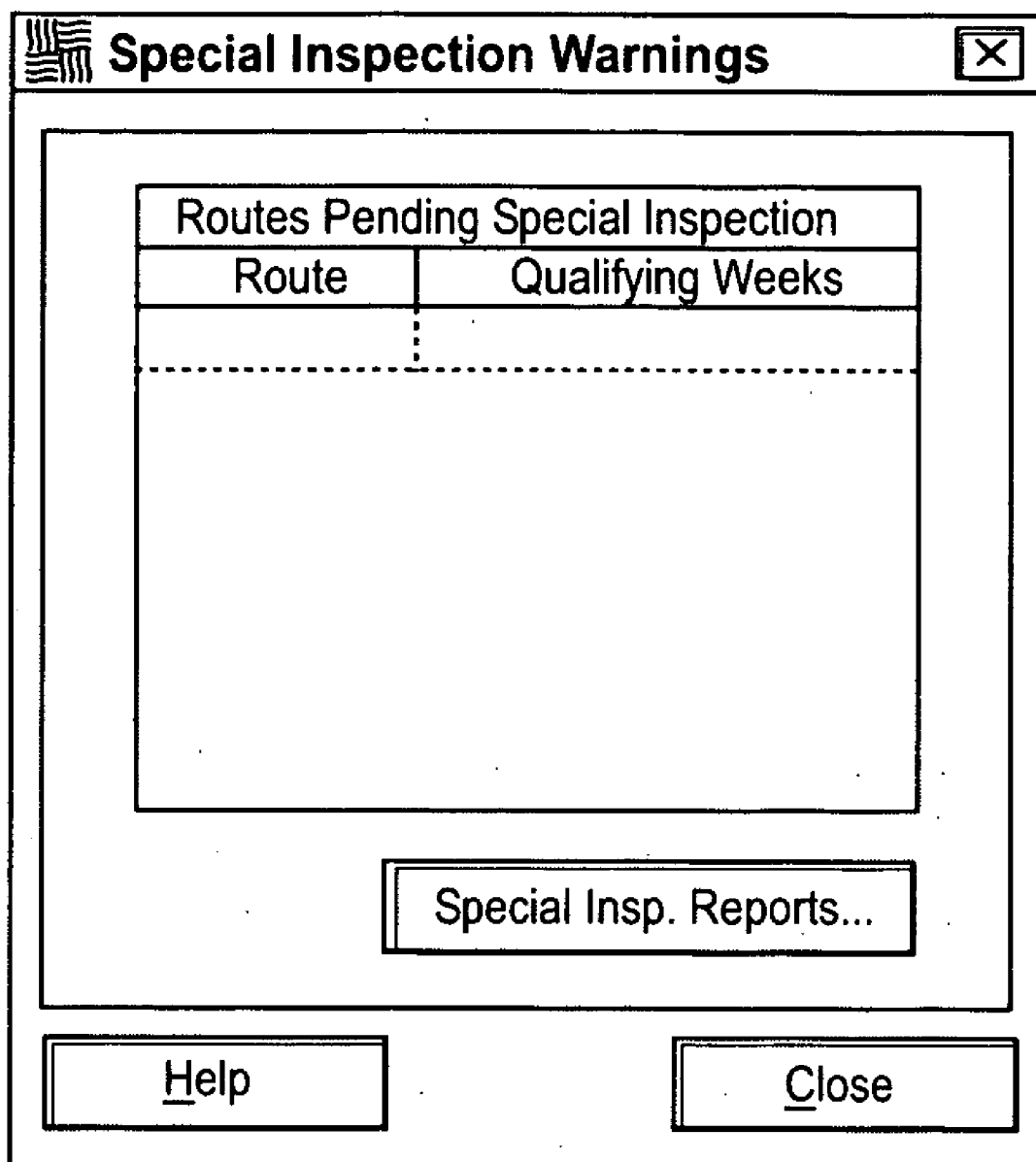



FIG. 41


Weekly Schedule

View Current Week

Regular Route Status						
	Saturday	Monday	Tuesday	Wednesday	Thursday	Friday
Type						
Carrier Name						

Base: XX

Budget: Projected: Scheduled:

Print Preview

Create Vacancy

Assign Replacement...

Route Warnings...

Close

FIG. 42

Assign Carriers									
Assignment Details									
Route:	10001	Date From:	<div><div></div>01/01/2000</div>						
Section:	<div>cboSection▼</div>	Date To:	<div><div></div>01/01/2000</div>						
Available Carriers · Mon, 01/Feb/1999									
<div>Scheduled Regulars</div> <div>Flexible Carriers</div> <div>Regulars with Scheduled Day Off</div>									
	Carrier Name	Type	Assigned Route	Scheduled Start Time	Date Last Cased	Date Last Carried	Days Cased Route	Days Carried Street	
*									

Help

OK

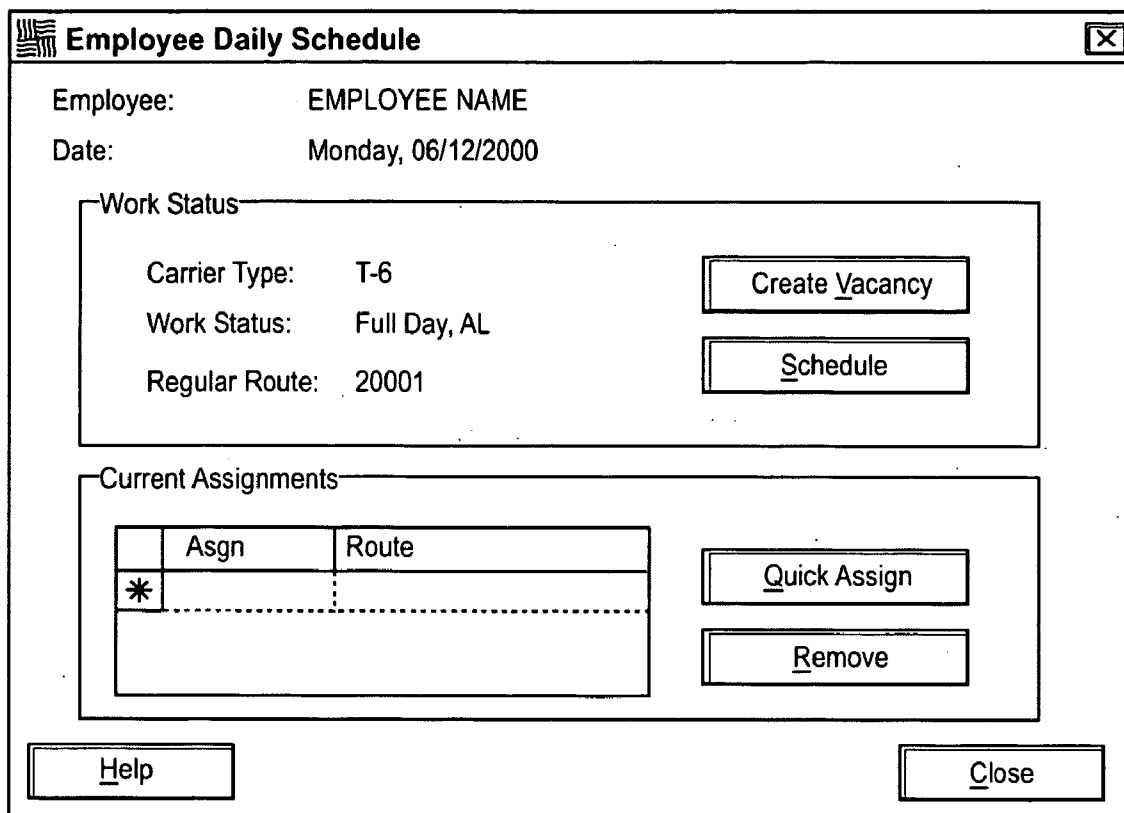
Cancel

FIG. 43

The screenshot shows a software window titled "Scheduled Available Carriers" with a standard Windows-style title bar (minimize, maximize, close buttons). Inside the window, the text "Non-Scheduled Carriers - Mon, 01/Feb/1999" is displayed. Below this, there are two tabs: "Flexible Carriers" and "Regs w/Sched Day Off". The "Flexible Carriers" tab is currently selected. Under this tab, there is a table with two columns: "Carrier" and "Type". The first row of the table contains an asterisk (*) in the "Carrier" column and is followed by a dashed line, indicating it might be a header or a separator row. The rest of the table is empty. At the bottom of the window, there are three buttons: "Help", "OK", and "Cancel".

Carrier	Type
*	

FIG. 44



Employee Daily Schedule

Employee: EMPLOYEE NAME
Date: Monday, 06/12/2000

Work Status

Carrier Type: T-6
Work Status: Full Day, AL
Regular Route: 20001

Create Vacancy
Schedule

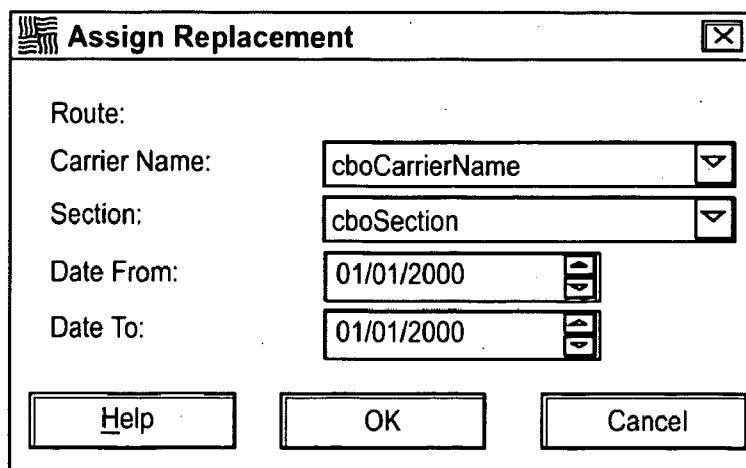
Current Assignments

	Asgn	Route
*		

Quick Assign
Remove

Help Close

FIG. 45



Assign Replacement

Route:

Carrier Name: cboCarrierName

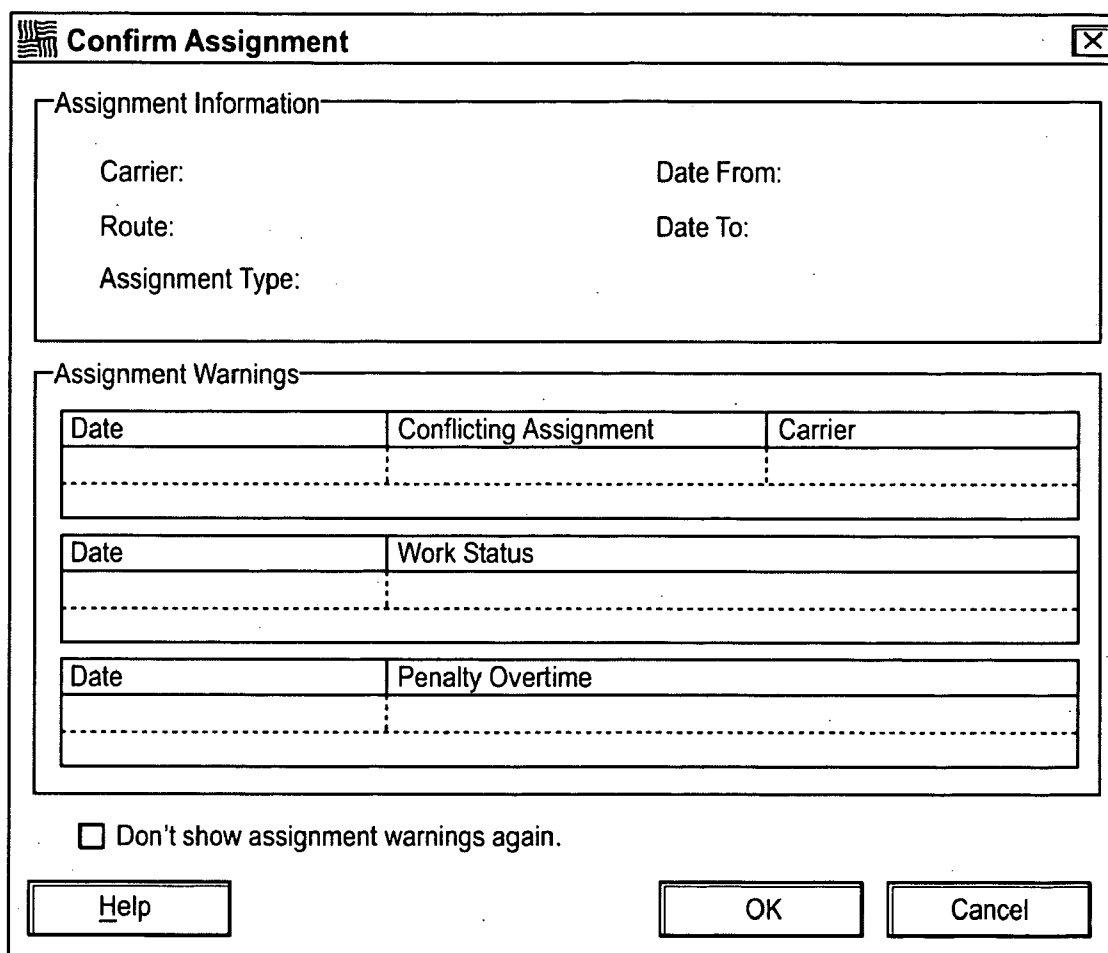
Section: cboSection

Date From: 01/01/2000

Date To: 01/01/2000

Help OK Cancel

FIG. 46



The dialog box is titled "Confirm Assignment" and contains two main sections: "Assignment Information" and "Assignment Warnings".

Assignment Information:

Carrier: _____ Date From: _____
Route: _____ Date To: _____
Assignment Type: _____

Assignment Warnings:

Date	Conflicting Assignment	Carrier

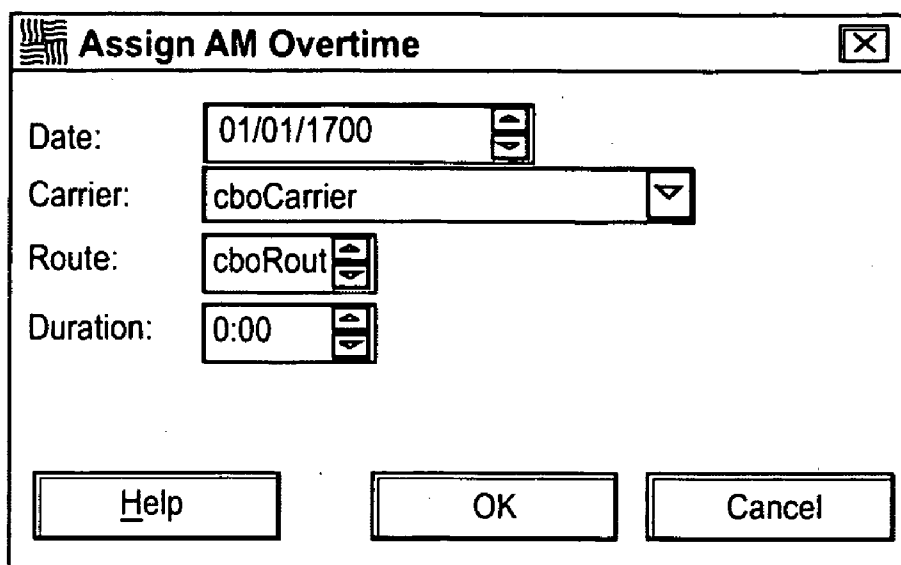
Date	Work Status

Date	Penalty Overtime

☐ Don't show assignment warnings again.

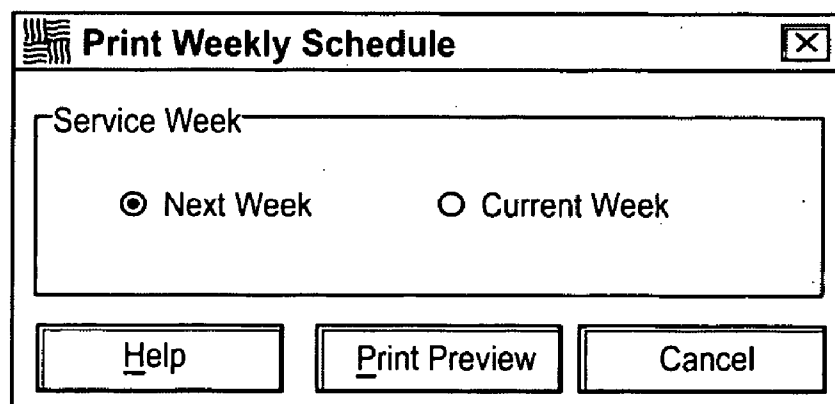
Buttons: **Help** **OK** **Cancel**

FIG. 47



The dialog box titled "Assign AM Overtime" contains four input fields: "Date:" with a text box showing "01/01/1700" and a spin button; "Carrier:" with a dropdown menu showing "cboCarrier"; "Route:" with a dropdown menu showing "cboRout"; and "Duration:" with a text box showing "0:00" and a spin button. At the bottom are three buttons: "Help", "OK", and "Cancel".

FIG. 48



The dialog box titled "Print Weekly Schedule" contains a group box labeled "Service Week" with two radio buttons: "Next Week" (selected) and "Current Week". At the bottom are three buttons: "Help", "Print Preview", and "Cancel".

FIG. 49

Regular Work Assignments

Carrier

Assignment Type

Route

Submitted

Sat

Sun

Mon

Tue

Wed

Thu

Fri

Schedule If NS

Replace Existing

Auto Submit

New

Edit

Delete

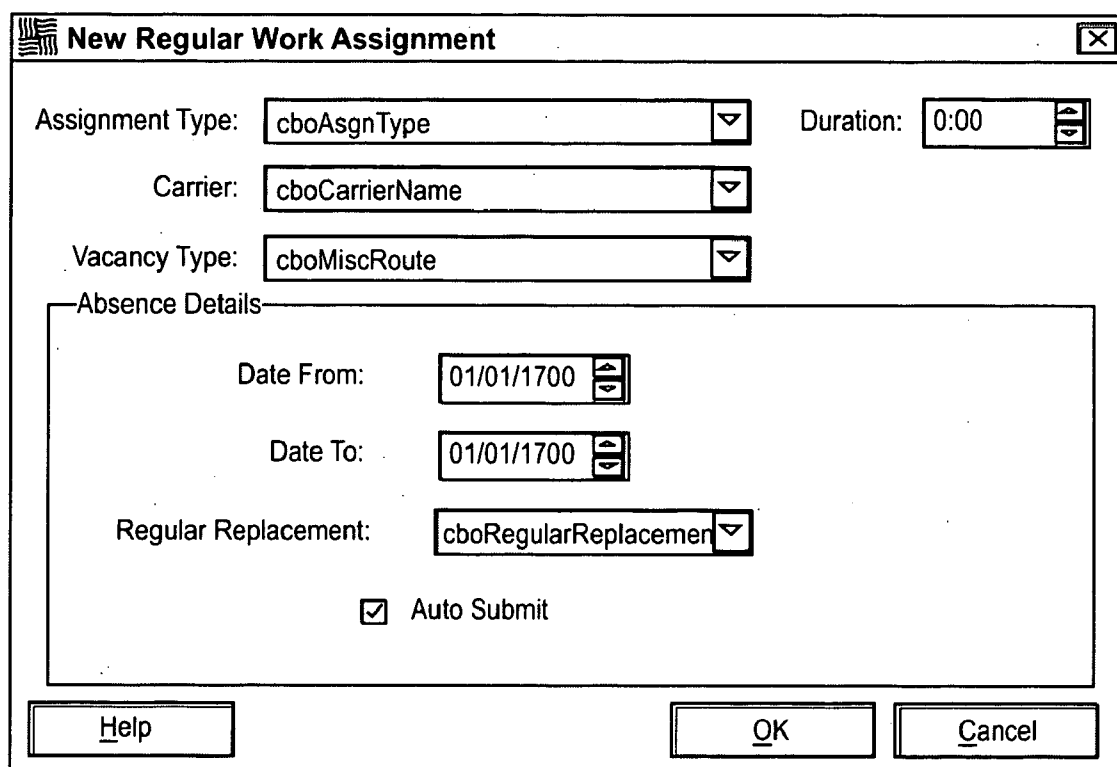
Service Week Start Date:

Submit

Help

Close

FIG. 50




The image shows a software dialog box titled "New Regular Work Assignment". It contains several input fields and a section for "Absence Details".




Fields and controls include:

- Assignment Type:** A dropdown menu with the value "cboAsgnType".
- Duration:** A spinner control showing "0:00".
- Carrier:** A dropdown menu with the value "cboCarrierName".
- Vacancy Type:** A dropdown menu with the value "cboMiscRoute".
- Absence Details:** A section containing:
 - Date From:** A date spinner set to "01/01/1700".
 - Date To:** A date spinner set to "01/01/1700".
 - Regular Replacement:** A dropdown menu with the value "cboRegularReplacemen".
 - Auto Submit:** A checked checkbox.

At the bottom of the dialog are three buttons: "Help", "OK", and "Cancel".

FIG. 51


Overtime Desired List (OTDL)

Year - Quarter:

cboYearQuar

Display

OTDL		
	Employee Name	OTDL Status
*		

New

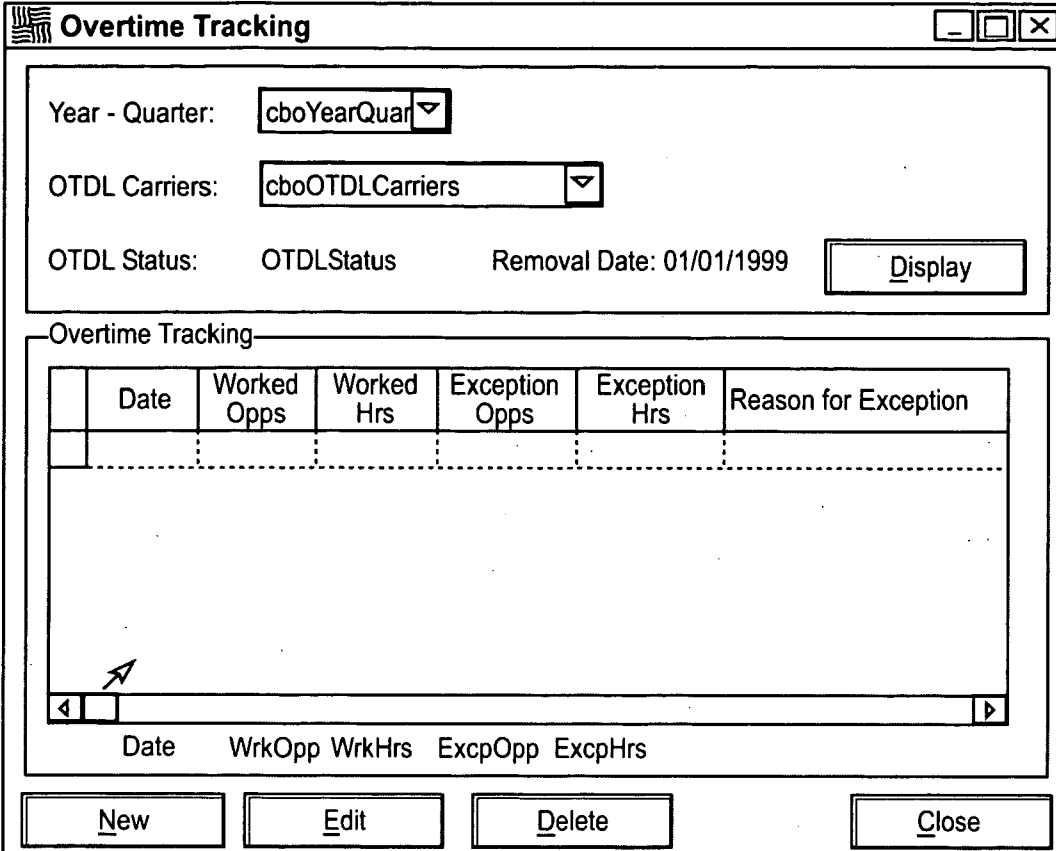
Remove

Roll In OTDL

Save

Close

FIG. 52



Overtime Tracking

Year - Quarter:

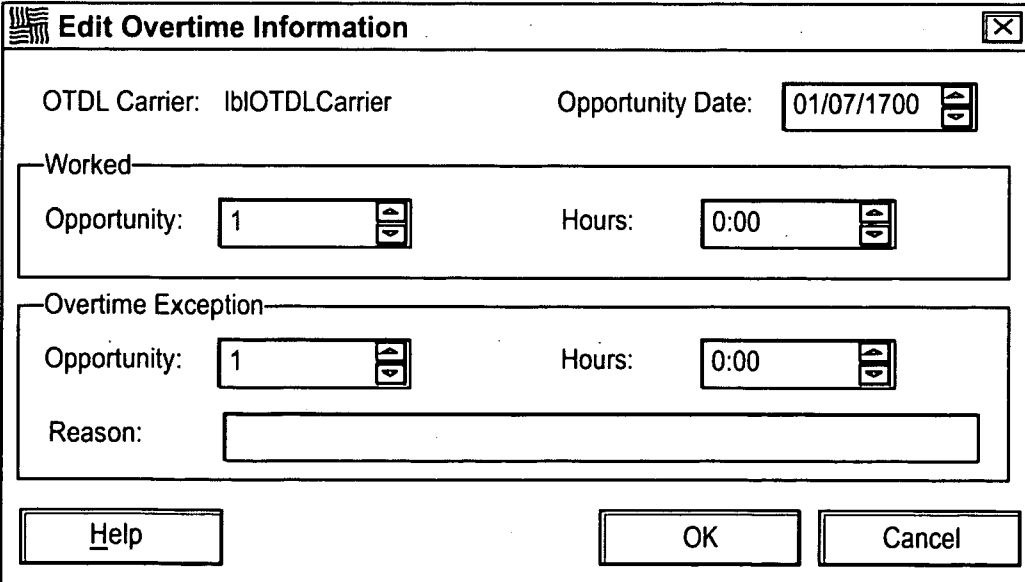
OTDL Carriers:

OTDL Status: OTDLStatus Removal Date: 01/01/1999

Overtime Tracking

	Date	Worked Opps	Worked Hrs	Exception Opps	Exception Hrs	Reason for Exception

FIG. 53



Edit Overtime Information

OTDL Carrier: lblOTDLCarrier Opportunity Date:

Worked

Opportunity: Hours:

Overtime Exception

Opportunity: Hours:

Reason:

FIG. 54

Adjust Daily Budget Spread

Fiscal Year: 2004

Display

Budget Weeks

Budget Weeks	MO	Wk	Split	SPLY

Display Spread

Budget LDC Hours

LDC	Wk Total	+/-	Sat	Sun	Mon	Tue	Wed	Thu	Fri

Budget Volume Types

Type	Wk Total	+/-	Sat	Sun	Mon	Tue	Wed	Thu	Fri

Save

Close

FIG. 55

Budget Detail Reports

Report Type

☒ Weekly Summary by Month ☐ Daily Summary by Week

Print Range

FY: 2004 Month From: To:

Help Print Preview Cancel

FIG. 56

Delivery Operations Information System [DOIS]											
File Application Options Window Help											
<p>Workload Status</p> <div style="border: 1px solid black; padding: 5px;"> <div style="float: right; text-align: right;">Route List/Status +/-</div> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Routes</td> <td style="width: 50%;">Other</td> </tr> <tr> <td style="height: 100px;"></td> <td></td> </tr> </table> </div> <div style="margin-top: 10px;"> Total Est. Overtime: 0:00 Total Est. Undertime: 0:00 </div> <div style="margin-top: 10px;"> <div style="float: right; text-align: right;">Route Vacancies</div> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Route Hours Planned</td> <td style="width: 50%;">Type</td> </tr> <tr> <td style="height: 20px;"></td> <td></td> </tr> </table> </div>		Routes	Other			Route Hours Planned	Type			<p align="center">Supervisor Workbench</p> <div style="border: 1px solid black; padding: 5px;"> <div style="display: flex; justify-content: space-between; font-size: small;"> Daily Workload Management Performance Reports Planning and Scheduling Route and Unit Maintenance </div> <div style="margin-top: 10px;"> <div style="border-bottom: 1px solid black; margin-bottom: 5px;">Route Maintenance</div> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> Route Base Information Maintenance <input type="checkbox"/> Pivot Plan Maintenance <input type="checkbox"/> Non-Delivery Point Maintenance <input type="checkbox"/> 3999 Data Capture /Summary <input type="checkbox"/> 3999 Data Transfer <input type="checkbox"/> DCD Transfer <input type="checkbox"/> 1838-C Data Capture/Special Office Mail Counts <input type="checkbox"/> Special Office Mail Counts Data Transfer </div> <div style="width: 45%;"> <input type="checkbox"/> Unit Maintenance <input type="checkbox"/> Maintain Unit Information <input type="checkbox"/> Maintain Carrier Route Assignments <input type="checkbox"/> Maintain Dispatch Information </div> </div> </div> <div style="margin-top: 10px;"> <div style="border-bottom: 1px solid black; margin-bottom: 5px;">Reports and Forms</div> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> Route Base Information Report <input type="checkbox"/> Route Information Card <input type="checkbox"/> Route Performance Report <input type="checkbox"/> Unit Recap <input type="checkbox"/> DPS Volume Impact <input type="checkbox"/> Routes Pending Special Inspection <input type="checkbox"/> 3999 - Inspection of Letter Carrier Route <input type="checkbox"/> 3999 - Manual Entry <input type="checkbox"/> 1838 Carrier's Count of Mail </div> </div> </div> <div style="margin-top: 20px; text-align: center;"> Current User: MATT JONES Current Unit: DOVER, NH 0382001 <input type="checkbox"/> Change Delivery Unit </div> </div>	
Routes	Other										
Route Hours Planned	Type										

FIG. 57

Route Base Information Maintenance

Route Number:

General Information

Travel Information

Type of Route
☐ Residential
☐ Business
☐ Mixed

Type of Delivery
☐ Foot
☐ Dismount
☐ Curbside Motorized
☐ Park and Loop
☐ Other

☐ Auxiliary
☐ Saturday Non-Delivered Mail

Schedule

	Daily	Saturday
Begin:	<input type="text" value="12:00 AM"/>	<input type="text" value="12:00 AM"/>
Leave:	<input type="text" value="12:00 AM"/>	<input type="text" value="12:00 AM"/>
Return:	<input type="text" value="12:00 AM"/>	<input type="text" value="12:00 AM"/>
End:	<input type="text" value="12:00 AM"/>	<input type="text" value="12:00 AM"/>

Last Inspection Date:
Base Times
Office Time: _____
Street Time: _____
Total Time: _____
Router Time: _____
*Fixed Office Time:

Last Adjustment Date:
Mail Volume _____ AM PM
Letter Volume: _____
Flat Volume: _____
Total Volume: _____
DPS Percent: _____ %
Base Parcels: _____

Possible Deliveries
Base PDs: _____
Current PDs: _____

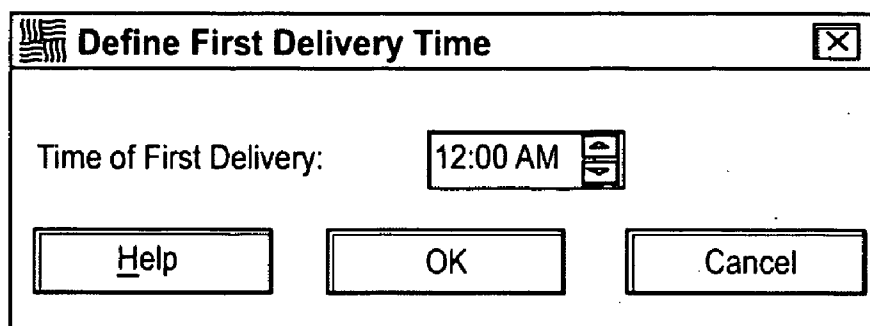
Carrier Information
Regular Carrier: _____
Hire Date: _____
Date Assigned to Route: _____
Replacement Carrier: _____

* Fixed Office Time includes Line Items 14, 15, 16, 18, 19, 20, 21.

FIG. 58

Pivot Plan Maintenance									
Route Number:	<input type="text" value="cboRteNbr"/>		<input type="button" value="Display"/>						
<input type="radio"/> Create or Edit Logical Groups <input type="radio"/> Assign Break Locations									
	Duration	Trvl Patrn	Divry Mthd	Divry Class	Poss Divry	Expected Enter Time	First Delivery	Expected Exit Time	Last Delivery
+									
<input type="button" value="Create New Pivot Plan"/>				Total Duration for Selected Rows					
<input type="button" value="Assign Route Proximity"/>				<input type="button" value="Insert Lunch Break"/>					
				<input type="button" value="Insert 10 Min Break"/>					
<input type="button" value="Close"/>									

FIG. 59



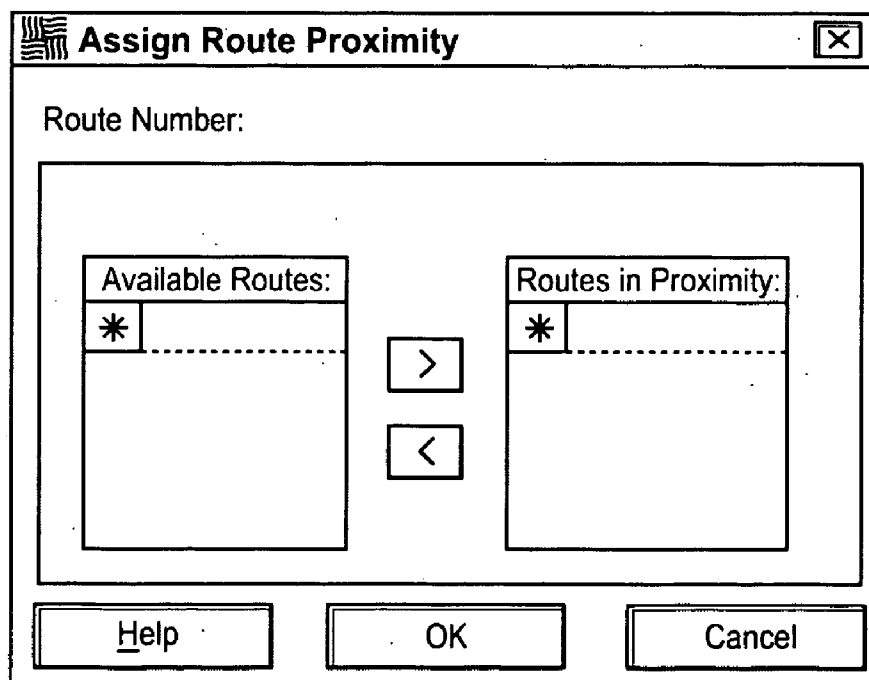
Define First Delivery Time

Time of First Delivery: 12:00 AM

Help OK Cancel

This is a standard Windows-style dialog box. The title bar contains a small icon on the left and a close button (X) on the right. The main area contains a label 'Time of First Delivery:' followed by a text box containing '12:00 AM' and a small time selection icon. At the bottom, there are three buttons: 'Help', 'OK', and 'Cancel'.

FIG. 60



Assign Route Proximity

Route Number:

Available Routes: Routes in Proximity:

* > *

* < *

Help OK Cancel

This is a standard Windows-style dialog box. The title bar contains a small icon on the left and a close button (X) on the right. The main area contains a label 'Route Number:' followed by a large empty rectangular box. Below this box, there are two smaller rectangular boxes side-by-side. The left box is titled 'Available Routes:' and the right box is titled 'Routes in Proximity:'. Each of these boxes has a small icon in its top-left corner. Between these two boxes are two buttons: a right-pointing arrow (>) and a left-pointing arrow (<). At the bottom, there are three buttons: 'Help', 'OK', and 'Cancel'.

FIG. 61

Non-Delivery Point Maintenance

Route Number:

cboRouteNum▼

Display

Non-Delivery Point Code	Location	Street Corner	Daily Arrival	Sat. Arrival	Hol. Arrival	1)	2)	3)	4)
*									

New

Edit

Delete

Close

FIG. 62

3999 Data Capture Record Selection

Route Number:

Available 3999 Records

	Data Capture Date	Street Analysis Type
*		
<hr/>		

FIG. 63

3999 Data Transfer

Records on Mainframe

	Route Number	Data Capture Date	Street Analysis Type
*			

Transfer to Workstation

Records on Workstation

	Route Number	Data Capture Date	Street Analysis Type
*			

Select All

Transfer to Mainframe

Close

FIG. 64

1038 C Data Capture and Maintenance

Date

cboDate

Volume Capture

Prior Day/Non-Del

Router Volume

Line Items

Clockings

RouteNumber

cboRouteNu

Display

Enter/Edit

☐ AM

☐ PM

AM	PM	Carrier Marked-Up	CFS
1. Letter Size			
2. Mail of All Other Sizes			
3. Accountable and Signature Mail			
Registered/Certified			
COD/Customs			
Postage Dues			
Express Mail			
5. All Parcel Post over 2lbs			

Next Route

Save

Close

FIG. 65

Regular and Miscellaneous Route Information

☒ Regular Routes

☐ Miscellaneous Routes

Display

Regular Routes

	Route	Aux	Base Hrs
*			

New

Edit

Delete

Indicators and Window Setup

Unit Indicators

☐ Routers

☐ Office Break

☐ PM Mail

☐ EPM Office

☐ Apply 701 Rule

☐ Apply 200 Man Years Rule

Workload Status Setup

Overtime Hours Limit:

1:00

Undertime Hours Limit:

1:00

Capture Mail Volume Setup

Letter Factor Threshold:

3:00

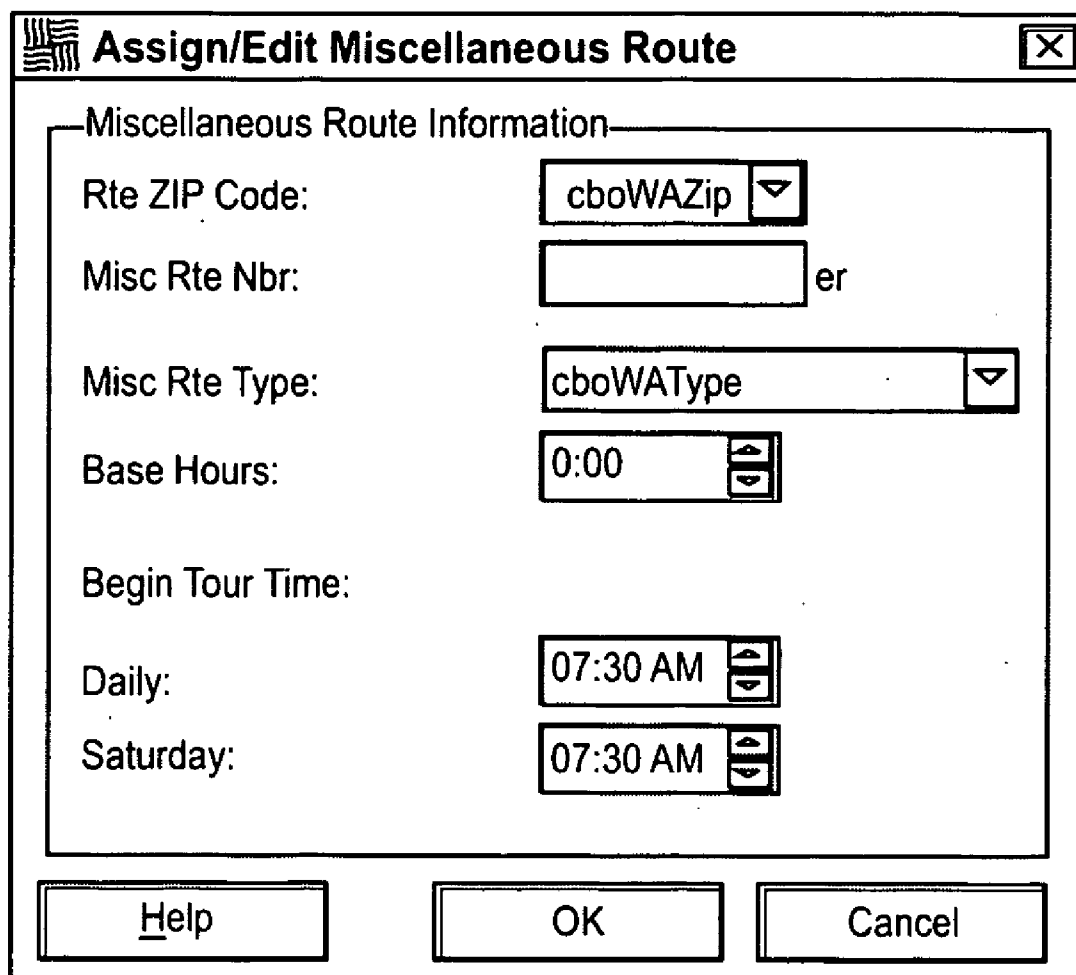
Flat Factor Threshold:

3:00

Save

Close

FIG. 66



The dialog box is titled "Assign/Edit Miscellaneous Route" and contains the following fields and controls:

- Miscellaneous Route Information** (Section Header)
- Rte ZIP Code:** A dropdown menu with the value "cboWAZip".
- Misc Rte Nbr:** A text input field with the value "er".
- Misc Rte Type:** A dropdown menu with the value "cboWAType".
- Base Hours:** A time selection control showing "0:00".
- Begin Tour Time:** A time selection control showing "07:30 AM".
- Daily:** A time selection control showing "07:30 AM".
- Saturday:** A time selection control showing "07:30 AM".

At the bottom of the dialog box are three buttons: **Help**, **OK**, and **Cancel**.

FIG. 67

Carrier Information

Emp ID:

Search

Employee

Last:

First:

Initial:

Fin #

Pay Loc:

Seniority Date:

Hire Date:

Emp Type:

cboEmpType

Des Act:

Work Assignment

Type:

cboAsgmtType

Rte ZIP Code:

cboRteZip

Route Nbr:

Regular Routes Covered

	Rte ZIP	Rte Nbr
*		

New...

Delete

Carriers Assigned to Unit

Name	Type	Rte Asgmt
*		

New

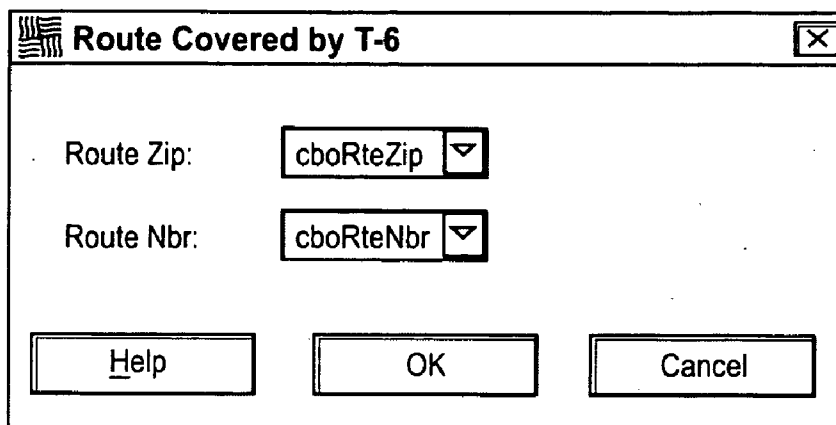
Edit

Delete

Save

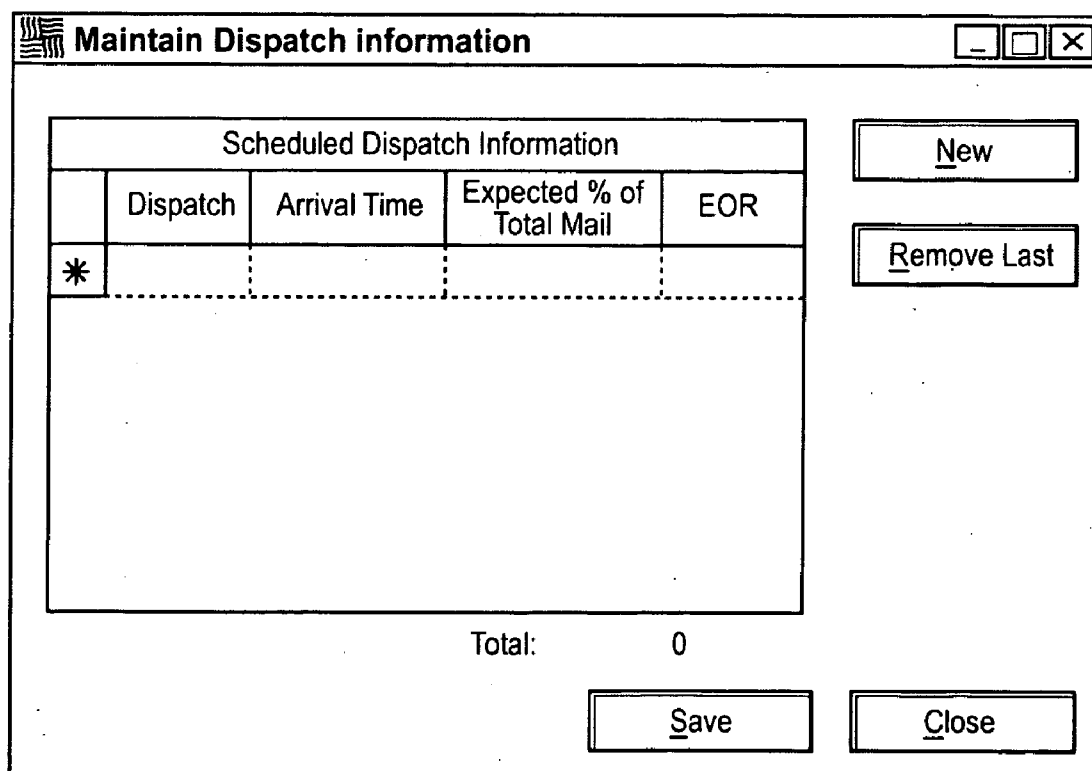
Close

FIG. 68



A dialog box titled "Route Covered by T-6" with a close button (X) in the top right corner. It contains two input fields: "Route Zip:" with a dropdown menu showing "cboRteZip" and "Route Nbr:" with a dropdown menu showing "cboRteNbr". At the bottom, there are three buttons: "Help", "OK", and "Cancel".

FIG. 69

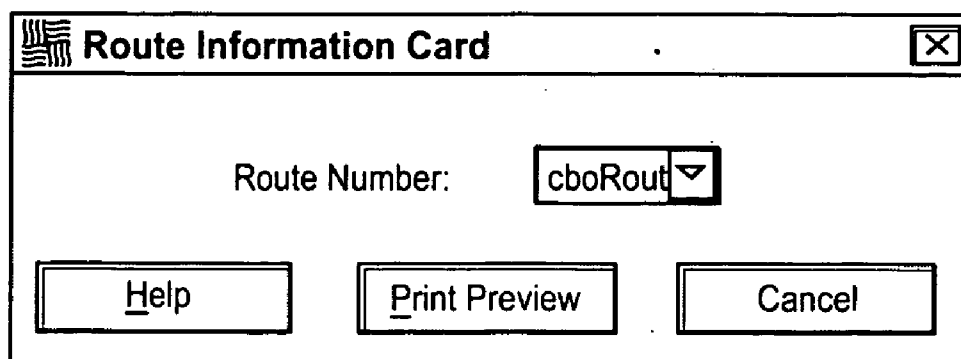


A dialog box titled "Maintain Dispatch information" with standard window controls (minimize, maximize, close) in the top right corner. It features a table titled "Scheduled Dispatch Information" with the following structure:

	Dispatch	Arrival Time	Expected % of Total Mail	EOR
*				

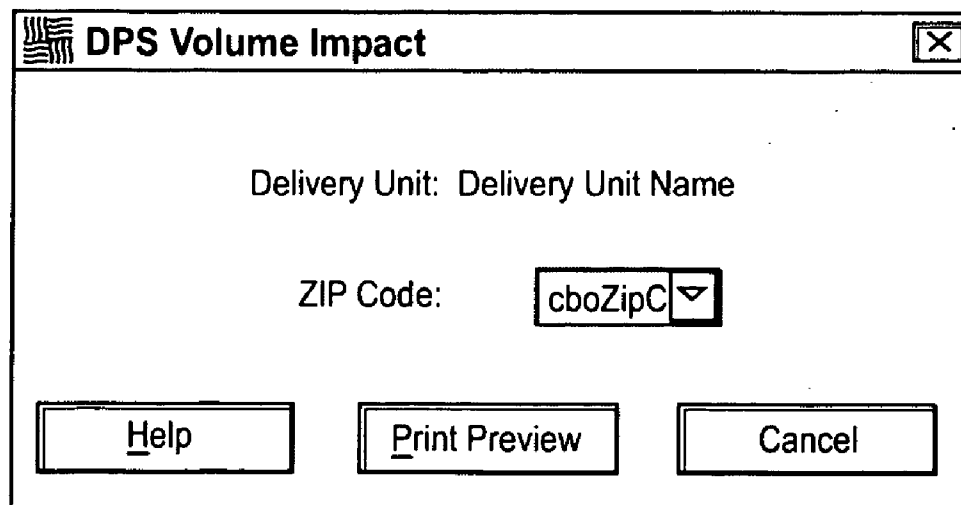
Below the table is a large empty rectangular area. To the right of the table are two buttons: "New" and "Remove Last". At the bottom center, it says "Total: 0". At the bottom right, there are two buttons: "Save" and "Close".

FIG. 70




A screenshot of a software dialog box titled "Route Information Card". The title bar includes a standard Windows icon on the left and a close button (X) on the right. The main area of the dialog contains the text "Route Number:" followed by a dropdown menu that currently displays "cboRout". Below this, there are three buttons arranged horizontally: "Help", "Print Preview", and "Cancel".


FIG. 71



A screenshot of a software dialog box titled "DPS Volume Impact". The title bar includes a standard Windows icon on the left and a close button (X) on the right. The main area of the dialog contains the text "Delivery Unit: Delivery Unit Name" followed by a dropdown menu that currently displays "cboZipC". Below this, there are three buttons arranged horizontally: "Help", "Print Preview", and "Cancel".

FIG. 73



**Unit Recap**

Facility Adjustments:

	Type	Start Date	End Date	Status	Implemented
*					

Help

View Routes

Print Preview

Cancel

FIG. 72

The dialog box titled "Routes Pending Special Inspection" features a standard Windows icon in the top-left corner and a close button (X) in the top-right corner. The main content area is divided into two sections. The top section, labeled "Report Options", contains two radio buttons: "Weekly Special Route Count" and "Validate Special Inspection". The bottom section contains two input fields: "Route Number:" followed by a dropdown menu labeled "cboRouteNbrs", and "Qualifying Period End Date:" followed by a date picker control. At the bottom of the dialog, there are three buttons: "Help", "Print Preview", and "Cancel".

FIG. 74

The dialog box titled "3999 - Inspection of Letter Carrier Route" has a standard Windows icon in the top-left corner and a close button (X) in the top-right corner. The main content area contains two input fields: "Route Number:" followed by a dropdown menu labeled "cboRteNbr", and "Data Capture Date:" followed by a date picker control. At the bottom of the dialog, there are three buttons: "Help", "Print Preview", and "Cancel".

FIG. 75

[illegible]

FIG. 76

1838: Carrier's Count of Mail

Data Capture Date: cboDate

Route Number: cboRouteNum

Help Print Preview Cancel

FIG. 77

Route Inspections and Adjustments

DOIS

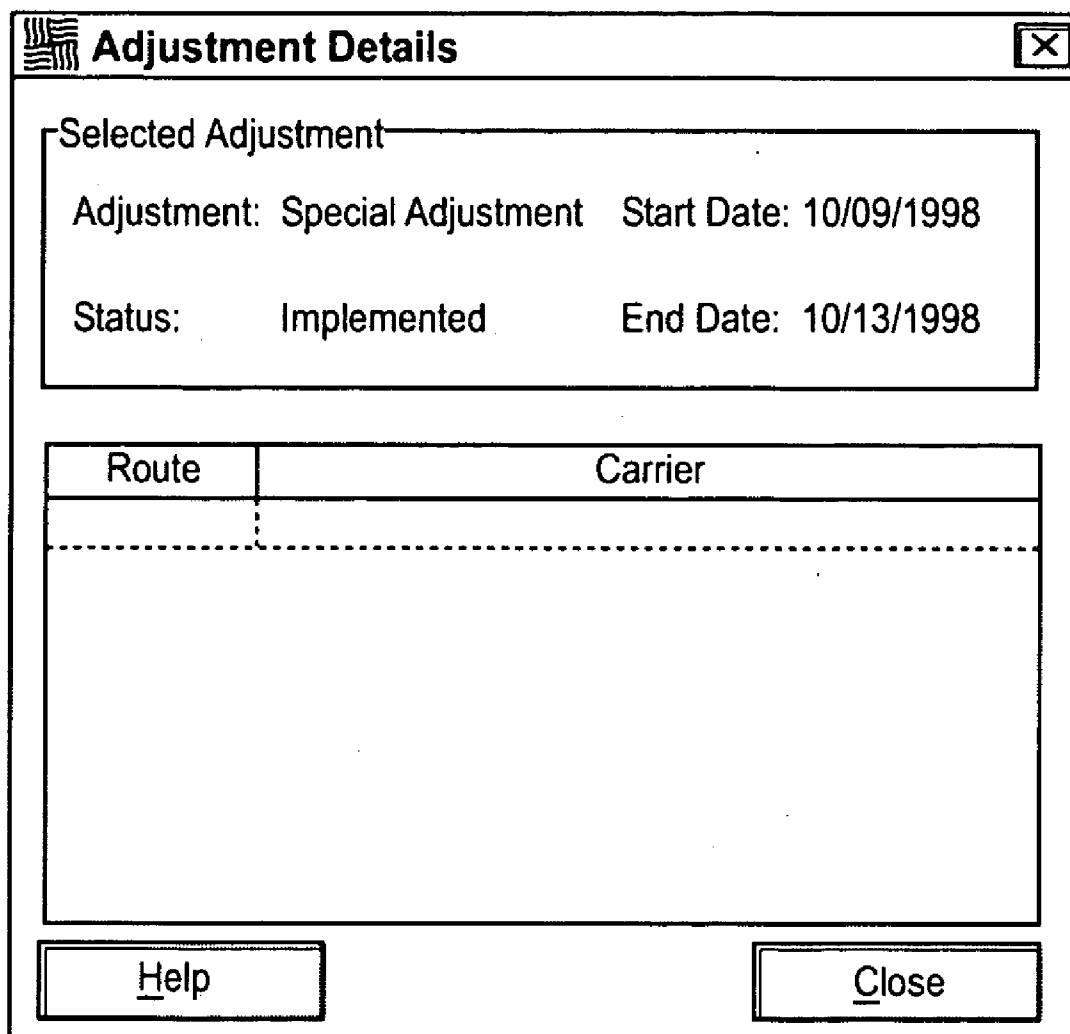
Adjustment Criteria

Adjustment	FORMAL	<input type="checkbox"/> Adjustment Details
Status	Implemented	<input type="checkbox"/> Edit Adjustment
Start Date	04/12/1998	<input type="checkbox"/> Change Status
End Date	04/19/1998	<input type="checkbox"/> Define New Adjustment
		<input type="checkbox"/> Select Adjustment
		<input type="checkbox"/> Change Delivery Facility

Current Facility

Workbench Close

FIG. 78

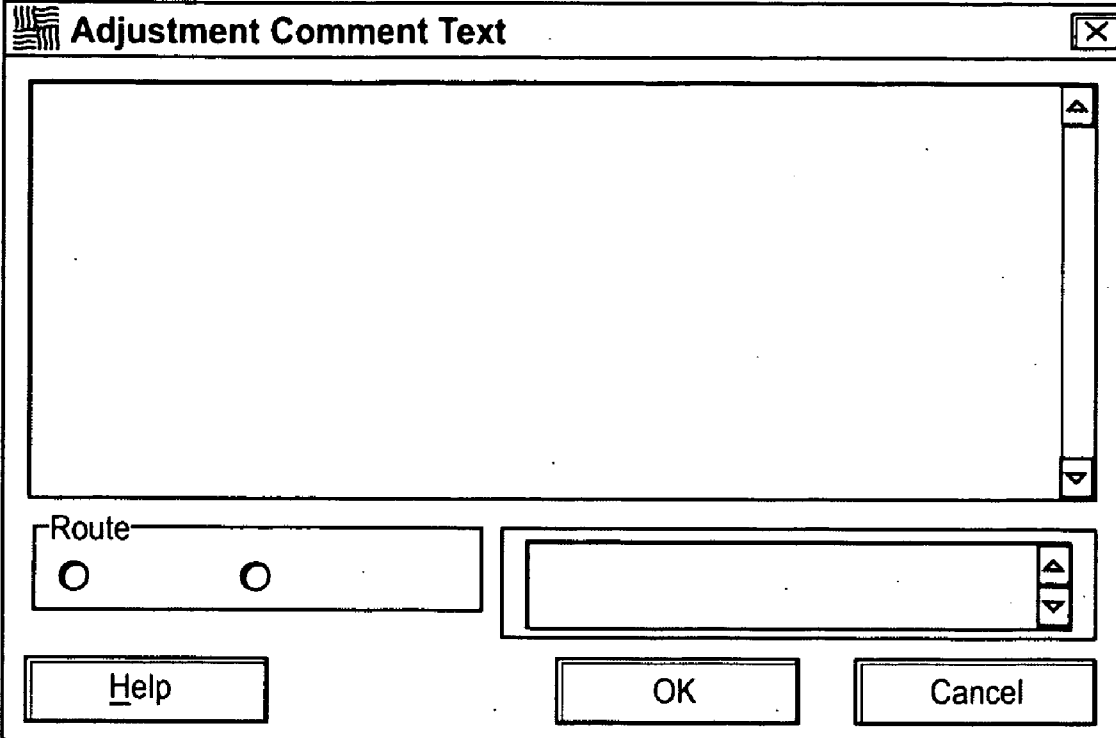


The image shows a software window titled "Adjustment Details". It contains a section for "Selected Adjustment" with fields for "Adjustment: Special Adjustment", "Start Date: 10/09/1998", "Status: Implemented", and "End Date: 10/13/1998". Below this is a table with two columns: "Route" and "Carrier". The table is currently empty. At the bottom of the window are two buttons: "Help" and "Close".

Route	Carrier
-------	---------

Help Close

FIG. 79



The image shows a software dialog box titled "Adjustment Comment Text". It features a large text area for input, a "Route" section with two radio buttons, and a list box. At the bottom are "Help", "OK", and "Cancel" buttons.

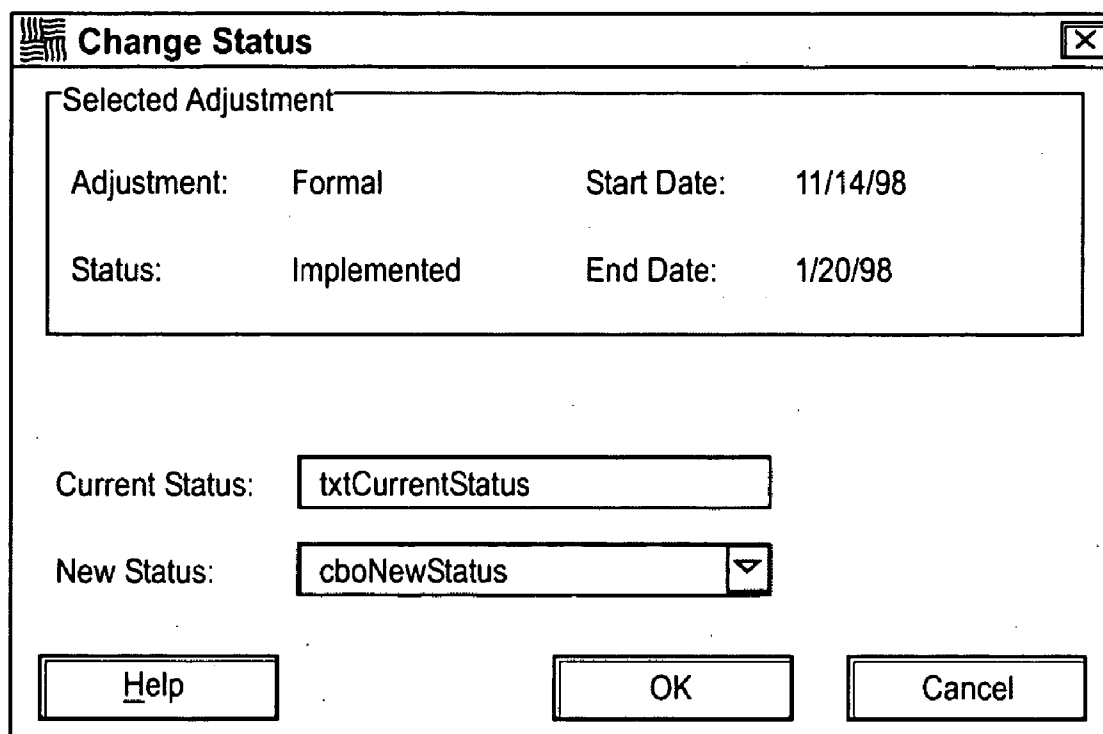
Adjustment Comment Text

Route

☐ ☐

Help OK Cancel

FIG. 80



The dialog box is titled "Change Status" and contains a section labeled "Selected Adjustment". This section displays the following information:

Adjustment:	Formal	Start Date:	11/14/98
Status:	Implemented	End Date:	1/20/98

Below this section, there are two input fields:

- Current Status:** A text box containing the text "txtCurrentStatus".
- New Status:** A dropdown menu with the text "cboNewStatus" and a downward arrow icon.

At the bottom of the dialog box, there are three buttons: "Help", "OK", and "Cancel".

FIG. 81

Define Adjustment

Adjustment Type

Type:

cboAdjustmentType

Week of Inspection

Start Date:

01/01/1700

End Date:

Random Lot Selection

Define Routes to Adjust

ZIP Code:

cboZipC

Routes In ZIP Code

Route	Regular Carrier
*	

Routes To Adjust

Route	Regular Carrier
*	

>>

>

<

<<

Help

OK

Cancel

FIG. 82

Select Adjustment

Select Facility:

cboSelectFacility

▼

Display

Type	Start Date	End Date	Status
*			

Help

OK

Cancel

FIG. 83

Route Inspections and Adjustments Workbench

Selected Adjustment

Adjustment: Formal Inspection

Status: Implemented

Start Date: 11/14/98

End Date: 11/20/98

☐ Reports/Forms Menu

Advance Functions

Adjustment Preparation

☐ Random Timecard Analysis

Analyze Data

☐ Edit Office Time
☐ Select/Edit Street Time
☐ DPS Volume Impact
☐ Add/Remove Delivery Points

Conduct Inspection

☐ 1838-C Data Capture and Maintenance
☐ 3999 Data Capture/Summary
☐ Examiner Observations and Comments

Make/Implement Adjustments

☐ Create Adjustment Scenarios
☐ Route Base Information Maintenance
☐ Non-Delivery Point Maintenance

Data Transfer

☐ Configure Workstation
☐ DCD Transfer
☐ 1836-C/Observations and Comments Data Transfer
☐ 3999 Data Transfer
☐ DRS Transfer

Current Facility:

Close

FIG. 84


Route Inspections and Adjustments Laptop Workbench			
			
Current Inspection _____		Facility: Facility Name Here Type: Formal Inspection Start Date: 11/14/98 End Date: 11/20/98	
<div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <p>Inspection Functions _____</p> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>Conduct Inspection _____</p> <p><input type="checkbox"/> 1838-C Data Capture and Maintenance</p> <p><input type="checkbox"/> 3999 Data Capture/Summary</p> <p><input type="checkbox"/> Examiner Observations and Comments</p> <p><input type="checkbox"/> Route Information</p> <p><input type="checkbox"/> Route Inspection Summary Report</p> </div> </div> <div style="width: 48%;"> <p>Data Transfer _____</p> <p><input type="checkbox"/> Configure Workstation</p> <p><input type="checkbox"/> DCD Transfer</p> <p><input type="checkbox"/> 1838-C/Observations and Comments Data Transfer</p> <p><input type="checkbox"/> 3999 Data Transfer</p> </div> </div> <div style="margin-top: 10px;"> <p>Forms _____</p> <p><input type="checkbox"/> 1838 - Carrier's Count of Mail</p> <p><input type="checkbox"/> 1840 - Summary of Count & Inspection</p> <p><input type="checkbox"/> 3999 - Inspection of Letter Carrier Route</p> </div>			

FIG. 85

Random Timecard Analysis - Summary

Analysis Status: text 10 chars

Week Number	Original Week	Weeks to use in analysis	Abnormal Conditions
#	mm/dd/yyyy	01/01/1700	text 40 characters
#	mm/dd/yyyy	01/01/1700	text 40 characters
#	mm/dd/yyyy	01/01/1700	text 40 characters
#	mm/dd/yyyy	01/01/1700	text 40 characters
#	mm/dd/yyyy	01/01/1700	text 40 characters
#	mm/dd/yyyy	01/01/1700	text 40 characters
#	mm/dd/yyyy	01/01/1700	text 40 characters
#	mm/dd/yyyy	mm/dd/yyyy	text 40 characters

Abnormality Check

Submit

Analysis Detail...

Comments...

Reset All

Close

FIG. 86

[illegible]

FIG. 87

Examiner Observations and Comments

Route Number:

choRoute

Carrier's Name:

DOI Date:

Examiner's Name:

Office

Street

Observations

Description	Savings H:MM
*	

New

Delete

Other Observations

Preview Examiner Observations





Save

Close

FIG. 88

[illegible]

FIG. 89


Select/Edit Street Time




Route Number:

Street Time Selection

☐ WO1 1840 Time
☐ 1840-B Time

1840-B Time Including St. Aux.

Street Time for Adjustment

Justification:

Examiner Observations and Comments:

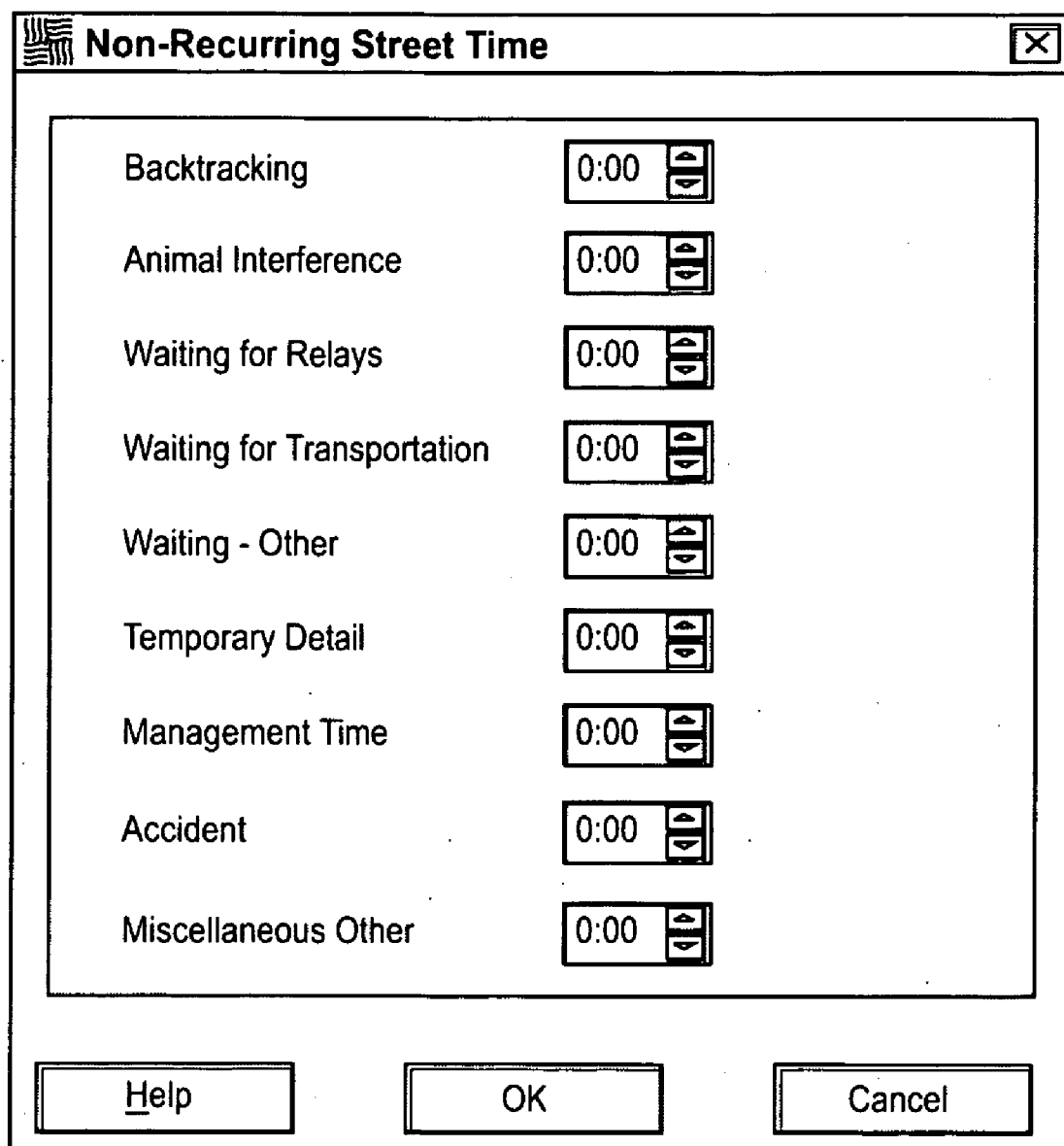
FIG. 90

The image shows a software window titled "Other Street Time" with a standard Windows-style title bar (minimize, maximize, close buttons). Inside the window, there is a list of nine categories, each followed by a time value of "0:00" and a small control icon consisting of two vertical arrows. The categories are:

- Travel Within
- Accountable Delivery
- Parcel Delivery
- Street Break Time
- Collection Time
- Deadhead Time
- Personal Needs
- Customer Contact
- Gas Vehicle

At the bottom of the window, there are three buttons: "Help", "OK", and "Cancel".

FIG. 91



The image shows a software dialog box titled "Non-Recurring Street Time". It contains a list of nine categories, each with a corresponding time input field set to "0:00". The categories are: Backtracking, Animal Interference, Waiting for Relays, Waiting for Transportation, Waiting - Other, Temporary Detail, Management Time, Accident, and Miscellaneous Other. At the bottom of the dialog are three buttons: "Help", "OK", and "Cancel".

Category	Time
Backtracking	0:00
Animal Interference	0:00
Waiting for Relays	0:00
Waiting for Transportation	0:00
Waiting - Other	0:00
Temporary Detail	0:00
Management Time	0:00
Accident	0:00
Miscellaneous Other	0:00

Buttons: Help, OK, Cancel

FIG. 92

[illegible]

FIG. 93

Add/Remove Delivery Points

Route Number:

cboRou

Display

Add/Edit/Move Non-Delivery Points							
Non-Delivery Point Attributes							
Non-Delivery Point Type <input type="radio"/> Collection Point <input type="radio"/> Relay Box <input type="radio"/> Park and Loop Point	Arrival Time Daily: 12:00 PM Saturday: 12:00 PM Holiday: 12:00 PM	PDs per relay, loop, swing, etc. 1) 0 3) 0 2) 0 4) 0	Location ID: 0 Street Corner: cboSt▼ Street Number: <input type="text"/> Pre-Dir: cboPr▼ Street Name: <input type="text"/> Location: <input type="text"/> Suffix: <input type="text"/> Post-Dir: cboPd▼				
Non-Delivery Point Sector Segment Association							
Route Number: cboRoute▼	Display						
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;">*</th> <th style="width: 95%;">Sector Segments</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>				*	Sector Segments		
*	Sector Segments						
Find street: <input style="width: 80%;" type="text"/>							
Current Route Number: Current Sector Segment:							
<input type="button" value="Help"/>		<input type="button" value="OK"/> <input type="button" value="Cancel"/>					

FIG. 95

Create Adjustment Scenarios

ZIP Code:

Scenarios

*

New Scenario...

Edit Scenario...

Delete Scenario

Linked Adjustments

Print 1840-Reverse

Select For Implementation

Route	Office Time	Street Time	Total Time	Allied Time	PDs	Office Factor

Totals:


Clear All


Close

FIG. 96

Make Adjustments									
Scenario 00									
<div style="border: 1px solid black; padding: 2px;">Total Time</div>		<div style="border: 1px solid black; padding: 2px;">Route: cboRou ▼</div>		<div style="border: 1px solid black; padding: 2px;">Display</div>		<div style="border: 1px solid black; padding: 2px;">Block Number / Street Name</div>		<div style="border: 1px solid black; padding: 2px;">Trvl Pat Time</div>	
<div style="border: 1px solid black; padding: 2px;">Office: 0:00</div>		<div style="border: 1px solid black; padding: 2px;">Eval Adj 0:00</div>		<div style="border: 1px solid black; padding: 2px;">Router 0:00</div>		<div style="border: 1px solid black; padding: 2px;">Office Time</div>		<div style="border: 1px solid black; padding: 2px;">Street Time</div>	
<div style="border: 1px solid black; padding: 2px;">Street: 0:00</div>		<div style="border: 1px solid black; padding: 2px;">0:00</div>		<div style="border: 1px solid black; padding: 2px;">0:00</div>		<div style="border: 1px solid black; padding: 2px;">Total Time</div>		<div style="border: 1px solid black; padding: 2px;">Ofc Fac</div>	
<div style="border: 1px solid black; padding: 2px;">Allied: 0:00</div>		<div style="border: 1px solid black; padding: 2px;">0:00</div>		<div style="border: 1px solid black; padding: 2px;">0:00</div>		<div style="border: 1px solid black; padding: 2px;">Find street:</div>		<div style="border: 1px solid black; padding: 2px;">Total selected value</div>	
<div style="border: 1px solid black; padding: 2px;">Totals: 0:00 0:00 0:00</div>		<div style="border: 1px solid black; padding: 2px;">New Construction</div>		<div style="border: 1px solid black; padding: 2px;">Find street:</div>		<div style="border: 1px solid black; padding: 2px;">Total selected value</div>		<div style="border: 1px solid black; padding: 2px;">Find street:</div>	
<div style="border: 1px solid black; padding: 2px;">Create New Route</div>		<div style="border: 1px solid black; padding: 2px;">New Construction</div>		<div style="border: 1px solid black; padding: 2px;">Find street:</div>		<div style="border: 1px solid black; padding: 2px;">Total selected value</div>		<div style="border: 1px solid black; padding: 2px;">Find street:</div>	

FIG. 97




Insert an Allied Time or Sector Segment

Allied Time Type / Sector Segment:

Allied Time Sub-Type:

Actual Time Used:

Delivery Method:

Travel Pattern:

Sector Segment Information


Block Range	Pre Dir	Street Name	Suffix	Post Dir
Begin <input type="text"/>	End <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Possible/Made Deliveries

Other	Curb	NDCBU	Centzd	Made
Residential: <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Business: <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Detached PO Box or NPU:

FIG. 98

Allied Time

Relay Time

0:00

Travel To

0:00

Travel From

0:00

Vehicle Load

0:00

Vehicle Unload

0:00

Other Street Time

0:00

Non-Recurring Street Time

0:00

Total Allied Time



0:00

Help

OK

Cancel

FIG. 99

**Create New Route**

New Route Information

Zone:

AMS-provided
Route #:

###

Office Break
Indicator:

☐

Help


OK

Cancel

FIG. 100

New Construction Information				
Begin	End	Pre Dir	Street Name	Post Dir
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
		Suff	<input type="text"/>	
Possible Deliveries				
Residential:	Other	Curb	NDCBU	Other Cent
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Business:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
New Construction Time				
Office Factor: 0.99	Office Time: <input type="text"/>			
Street Factor: 0.99	Street Time: <input type="text"/>			
Total Time:				<input type="text"/>
				<input type="button" value="Clear"/>
<input type="button" value="Help"/> <input type="button" value="OK"/> <input type="button" value="Cancel"/>				

FIG. 101

**Adjustments in Scenario**

X

Adjustments in Scenario			
Zip Code	Adjustment Type	Start Date	End Date

Help

Close

FIG. 102

DCD Transfer [X]

Select

☒ Data Transfer from DOIS to DCD
 ☐ Data Transfer from DCD to DIOS

☒ Full 3999
 ☐ Day of Inspection
 ☐ Partial 3999
 ☐ T-6/Replacement

Route Selection

ZIP Code:

Route Numbers Available:

Route Number(s) Selected For Transfer:

1stSelectedRoute

> <

Help DCD Ready Cancel

Prepare DCD

- 1.
2. Click on the <DCD Ready> button below to initiate the transfer of data.

FIG. 103

1838-C/Examiner Observations and Comments Data Transfer

Records on Mainframe

	Route Number	1838C Exists	Comments Exist
*			

Select All

Transfer to Workstation

Records on Workstation

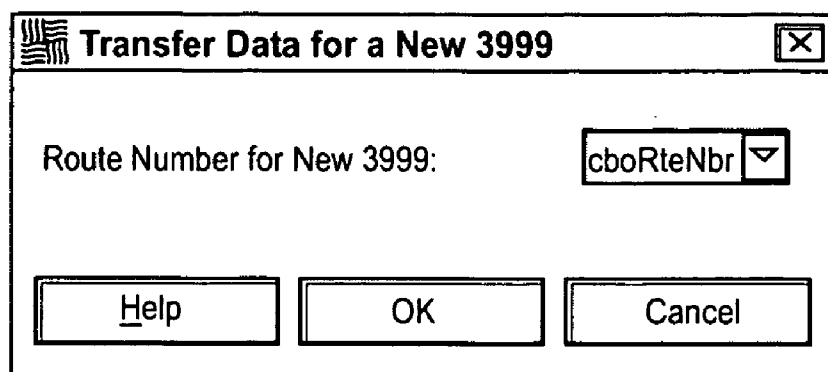
	Route Number	1838C Exists	Comments Exist
*			

Select All

Transfer to Mainframe

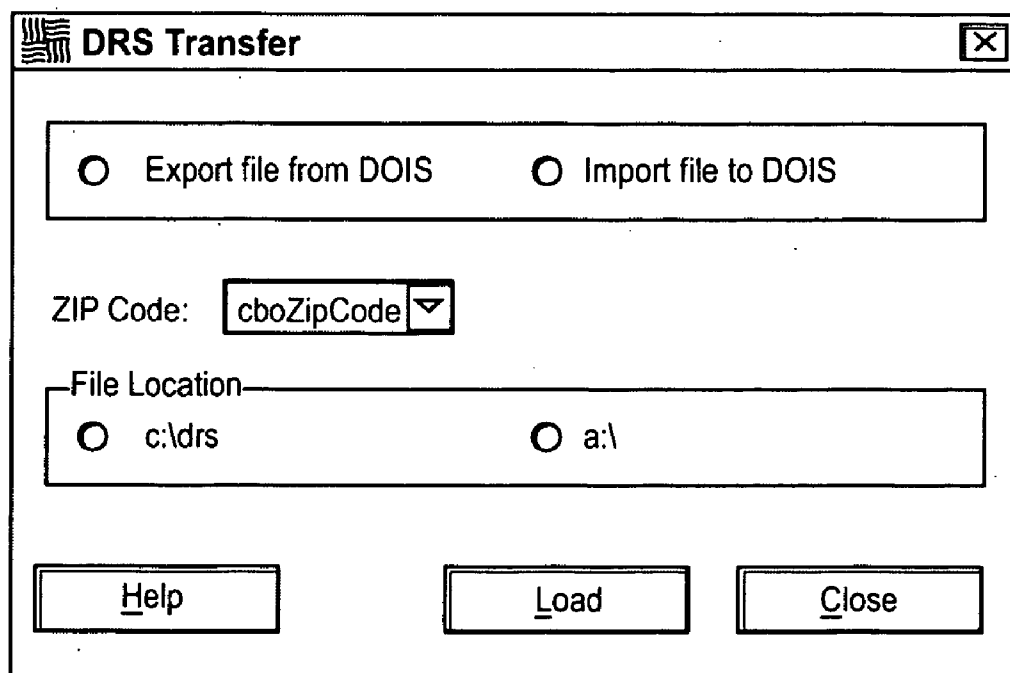
Close

FIG. 104



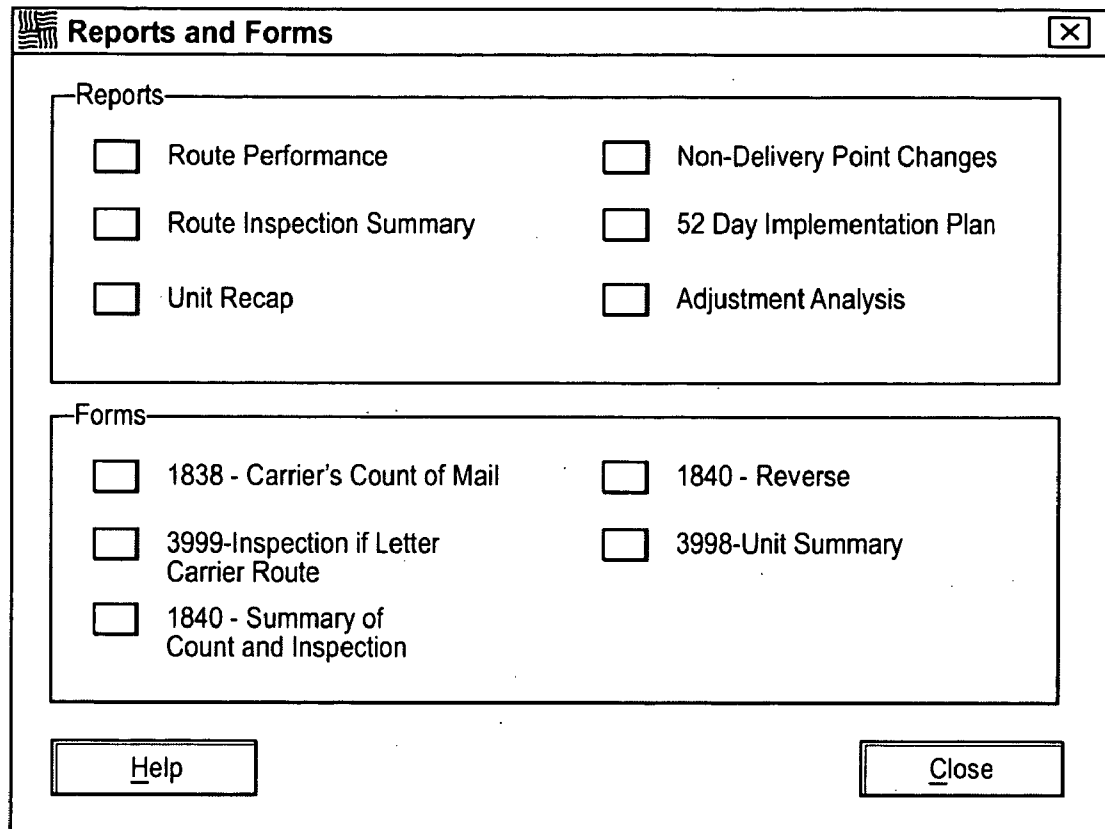
A dialog box titled "Transfer Data for a New 3999" with a standard Windows icon and a close button. It contains a label "Route Number for New 3999:" followed by a dropdown menu labeled "cboRteNbr". At the bottom are three buttons: "Help", "OK", and "Cancel".

FIG. 105



A dialog box titled "DRS Transfer" with a standard Windows icon and a close button. It contains two radio buttons: "Export file from DOIS" and "Import file to DOIS". Below them is a label "ZIP Code:" followed by a dropdown menu labeled "cboZipCode". Underneath is a label "File Location" followed by two radio buttons: "c:\drs" and "a:\". At the bottom are three buttons: "Help", "Load", and "Close".

FIG. 106



The image shows a software window titled "Reports and Forms" with a standard Windows-style title bar (minimize, maximize, close buttons). The window is divided into two main sections: "Reports" and "Forms". Each section contains a list of items, each preceded by an unchecked checkbox. At the bottom of the window, there are two buttons: "Help" and "Close".

Reports and Forms

Reports

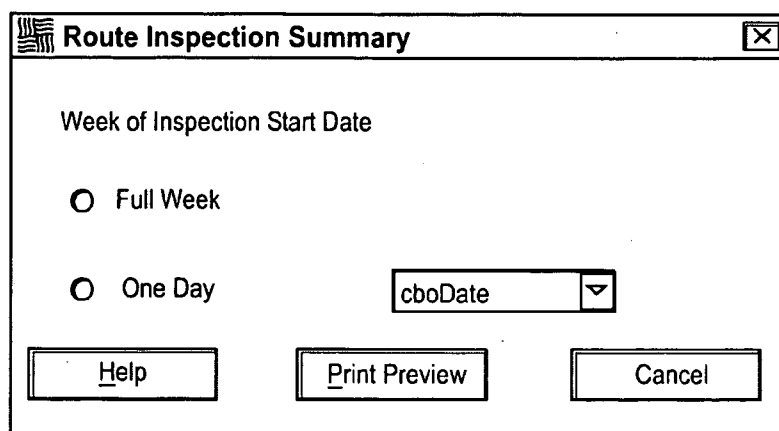
- ☐ Route Performance
- ☐ Route Inspection Summary
- ☐ Unit Recap
- ☐ Non-Delivery Point Changes
- ☐ 52 Day Implementation Plan
- ☐ Adjustment Analysis

Forms

- ☐ 1838 - Carrier's Count of Mail
- ☐ 3999-Inspection if Letter Carrier Route
- ☐ 1840 - Summary of Count and Inspection
- ☐ 1840 - Reverse
- ☐ 3998-Unit Summary

Help **Close**

FIG. 107



Route Inspection Summary

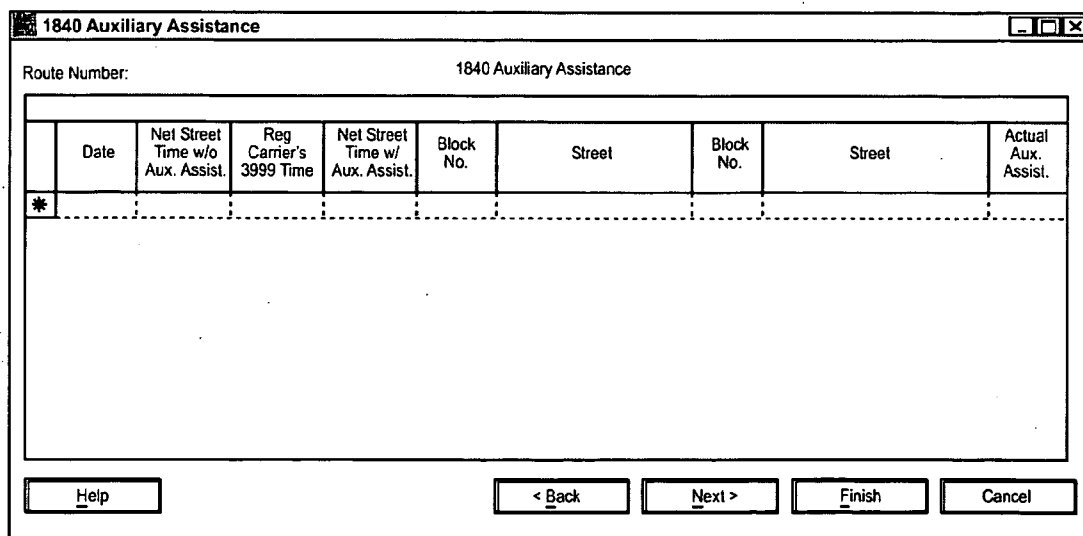
Week of Inspection Start Date

☐ Full Week

☐ One Day cboDate ▾

Help Print Preview Cancel

FIG. 108




1840 Auxiliary Assistance

Route Number: 1840 Auxiliary Assistance


	Date	Net Street Time w/o Aux. Assist.	Reg Carrier's 3999 Time	Net Street Time w/ Aux. Assist.	Block No.	Street	Block No.	Street	Actual Aux. Assist.
*									

Help < Back Next > Finish Cancel

FIG. 109




1840 - Summary of Count and Inspection



Week of Inspection Start Date


☐ Route Number:

cboRouteNum



☐ T-6/Replacement Carrier Name

cboCarrier

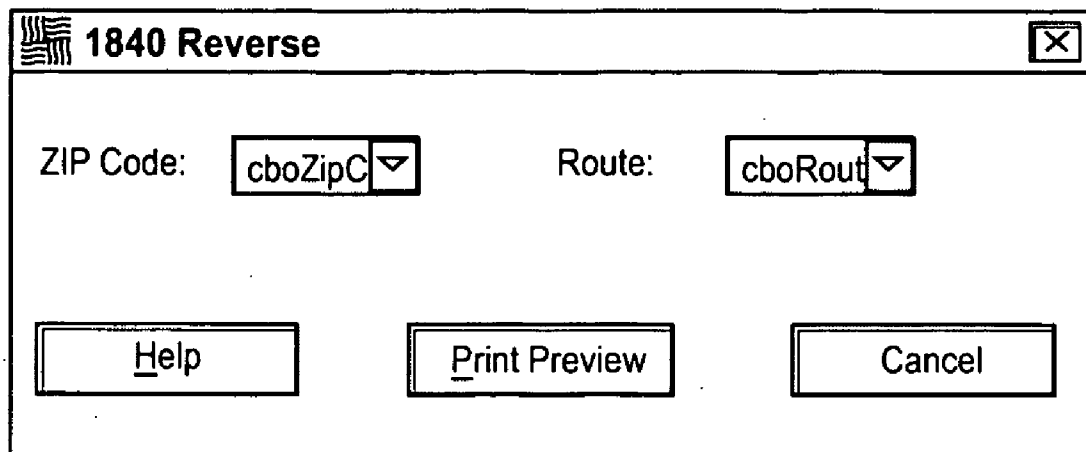




Help


Print Preview

Cancel

FIG. 110



 **1840 Reverse** 

ZIP Code: 


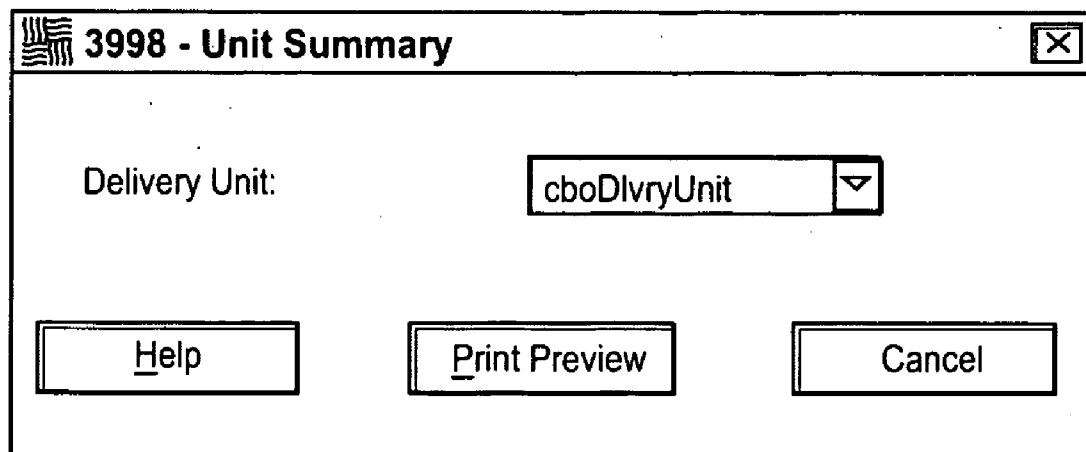


Route: 

FIG. 111



 **3998 - Unit Summary** 


Delivery Unit: 

FIG. 112

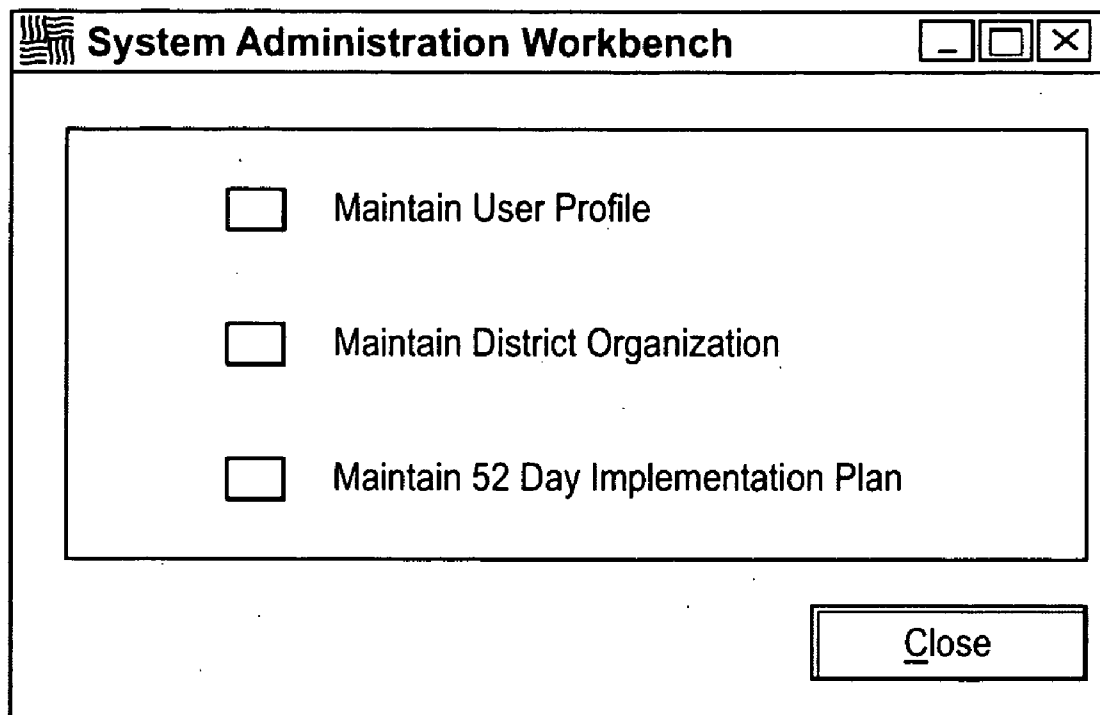


FIG. 113

Maintain User Profile

User List

User ID	User Name
*	

NewEditDelete

User Profile

User ID:

User Name:

CC Mail ID:

Profile Items

Primary Profile Item:

cboPrimaryProfile

Primary Delivery Unit:

cboPrimaryUnit

User Class

Delivery Unit

*

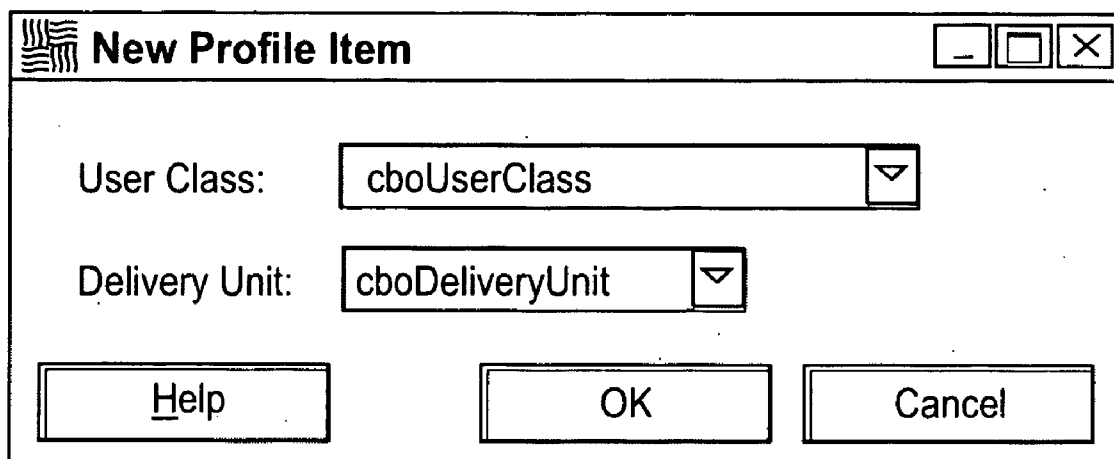
New Secondary Item

Delete Secondary Item

Save

Close

FIG. 114



The image shows a software dialog box titled "New Profile Item". It features a standard Windows-style title bar with a minimize button, a maximize button, and a close button. The main area of the dialog contains two labels: "User Class:" and "Delivery Unit:". Each label is followed by a text box containing the text "cboUserCode" and "cboDeliveryUnit" respectively, with a small downward-pointing arrow on the right side of each box, indicating they are dropdown menus. At the bottom of the dialog, there are three buttons: "Help", "OK", and "Cancel".

New Profile Item

User Class: cboUserCode

Delivery Unit: cboDeliveryUnit

Help OK Cancel

FIG. 115

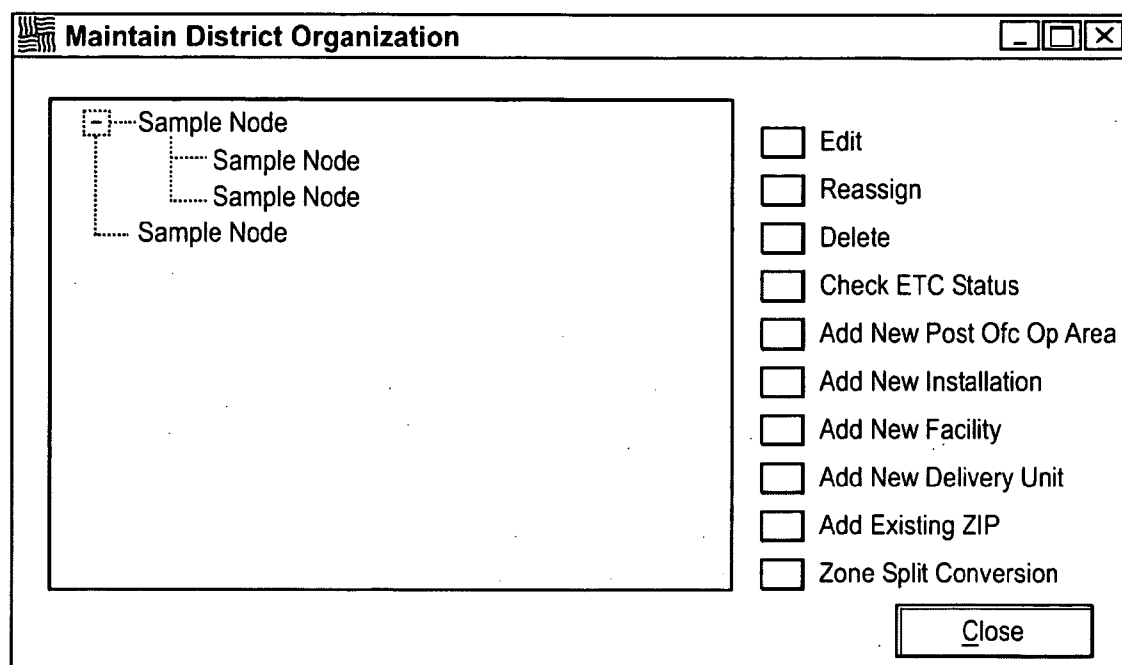
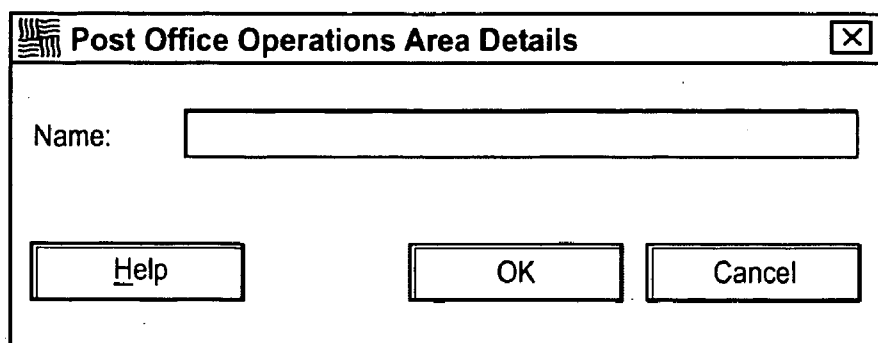
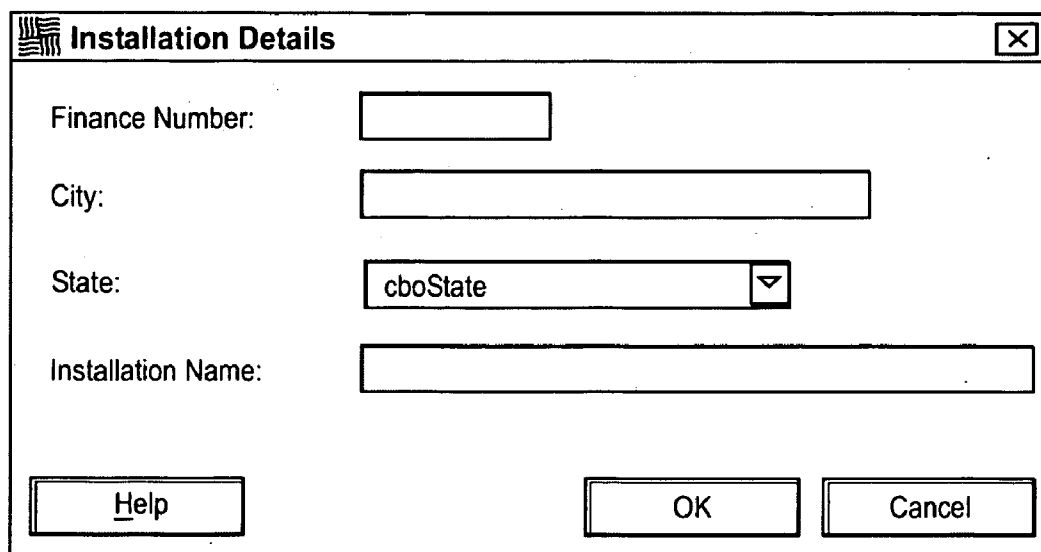


FIG. 116



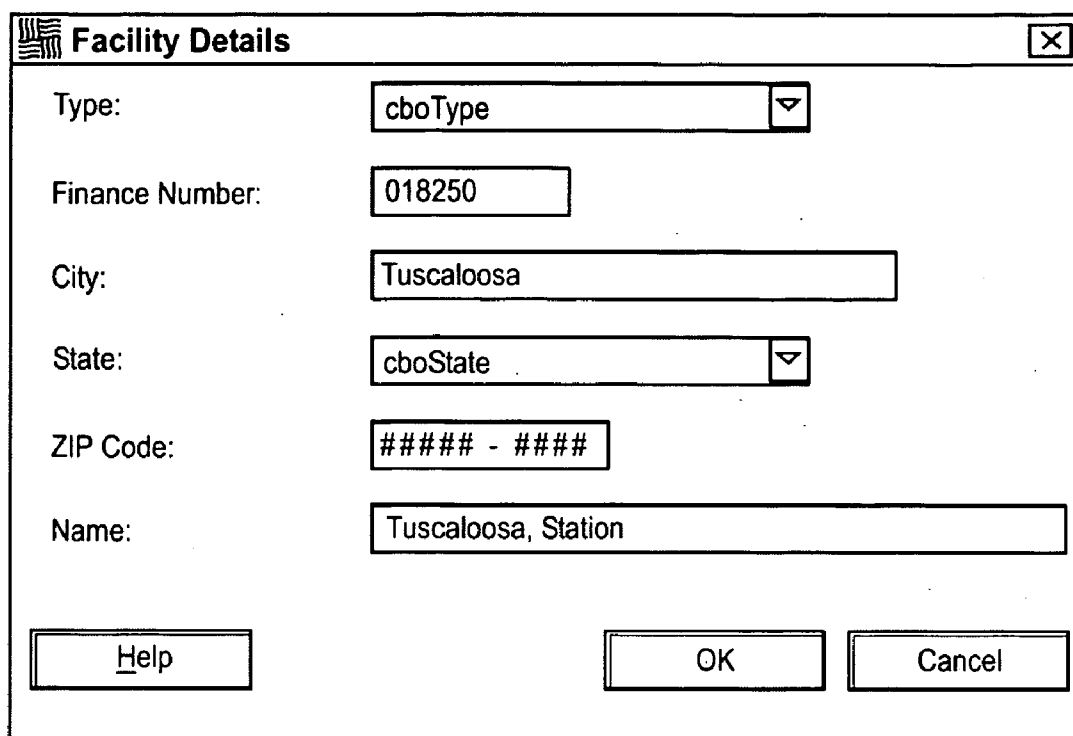
A dialog box titled "Post Office Operations Area Details" with a close button (X) in the top right corner. It contains a label "Name:" followed by a text input field. At the bottom, there are three buttons: "Help", "OK", and "Cancel".

FIG. 117



A dialog box titled "Installation Details" with a close button (X) in the top right corner. It contains four labels with corresponding input fields: "Finance Number:" with a text input field, "City:" with a text input field, "State:" with a dropdown menu showing "cboState", and "Installation Name:" with a text input field. At the bottom, there are three buttons: "Help", "OK", and "Cancel".

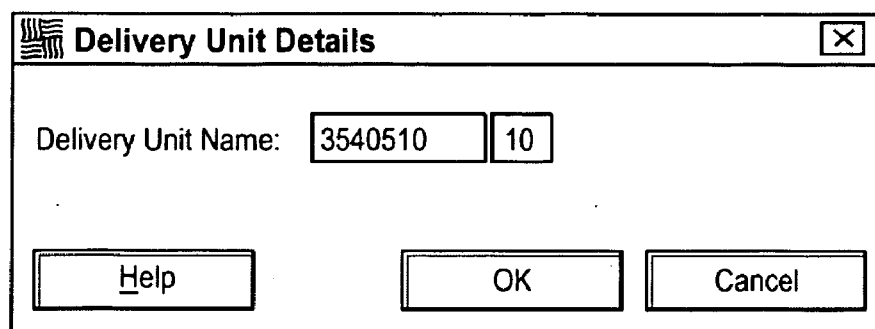
FIG. 118



The 'Facility Details' dialog box contains the following fields and controls:

- Type: cboType (dropdown menu)
- Finance Number: 018250 (text box)
- City: Tuscaloosa (text box)
- State: cboState (dropdown menu)
- ZIP Code: ##### - #### (text box)
- Name: Tuscaloosa, Station (text box)
- Buttons: Help, OK, Cancel

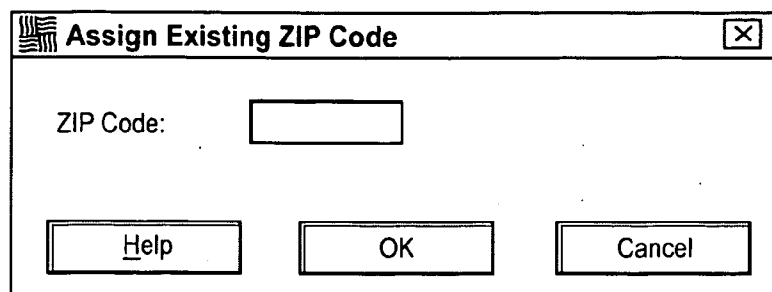
FIG. 119



The 'Delivery Unit Details' dialog box contains the following fields and controls:

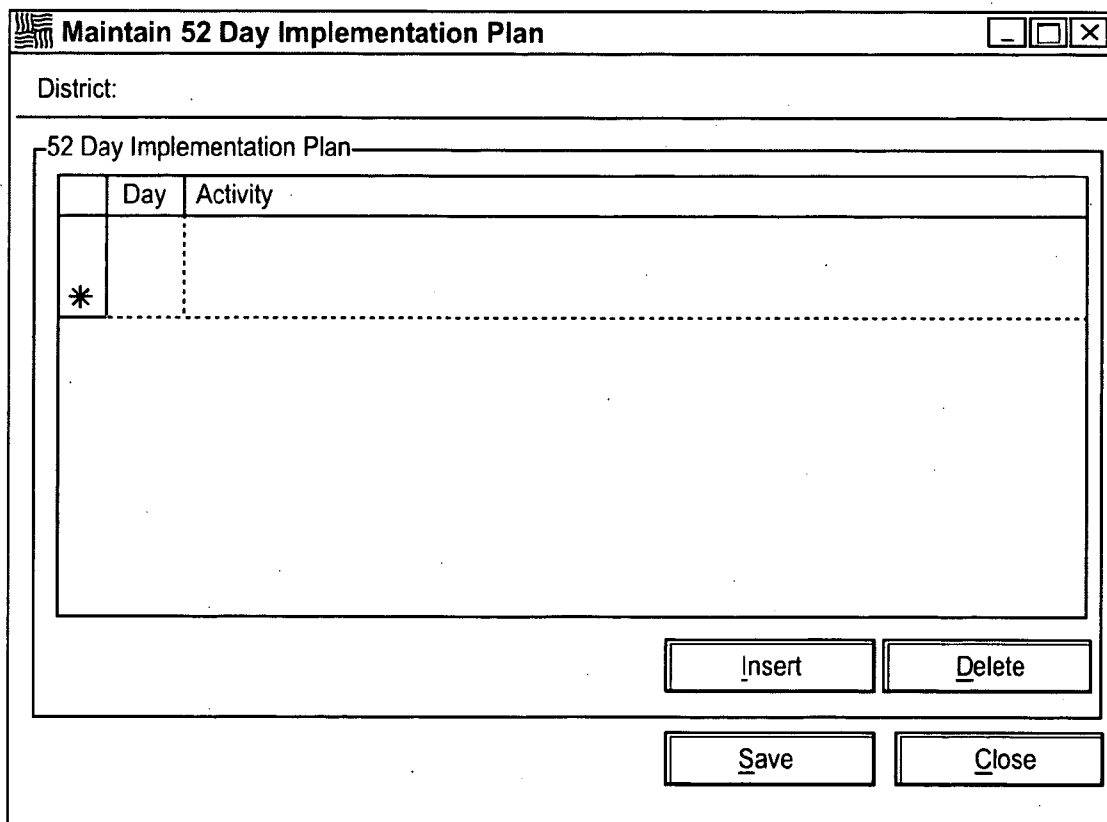
- Delivery Unit Name: 3540510 10 (two text boxes)
- Buttons: Help, OK, Cancel

FIG. 120



A dialog box titled "Assign Existing ZIP Code" with a close button (X) in the top right corner. It contains a label "ZIP Code:" followed by a text input field. At the bottom, there are three buttons: "Help", "OK", and "Cancel".

FIG. 121



A window titled "Maintain 52 Day Implementation Plan" with standard window controls (minimize, maximize, close) in the top right corner. It features a "District:" label and a text input field. Below this is a section titled "52 Day Implementation Plan" containing a table with two columns: "Day" and "Activity". The first row of the table has an asterisk (*) in the "Day" column. Below the table, there are four buttons: "Insert", "Delete", "Save", and "Close".

	Day	Activity
*		

FIG. 122

Data Preparation Workbench

Workload

Workforce

Interfaces

Delivery Unit

☐ Data Preparation Setup

☐ Enter Unit Characteristics

☐ Enter Unit Dispatch Schedule

☐ Enter Unit Annual Budget

City Delivery Routes

☐ Enter Route Base Information

☐ Enter Non-Delivery Point Data

☐ Enter Previous 3999

☐ 3999 Record Transfer

☐ Enter Pivot Plan Data

☐ Enter Miscellaneous Route Details

☐ Activate Unit

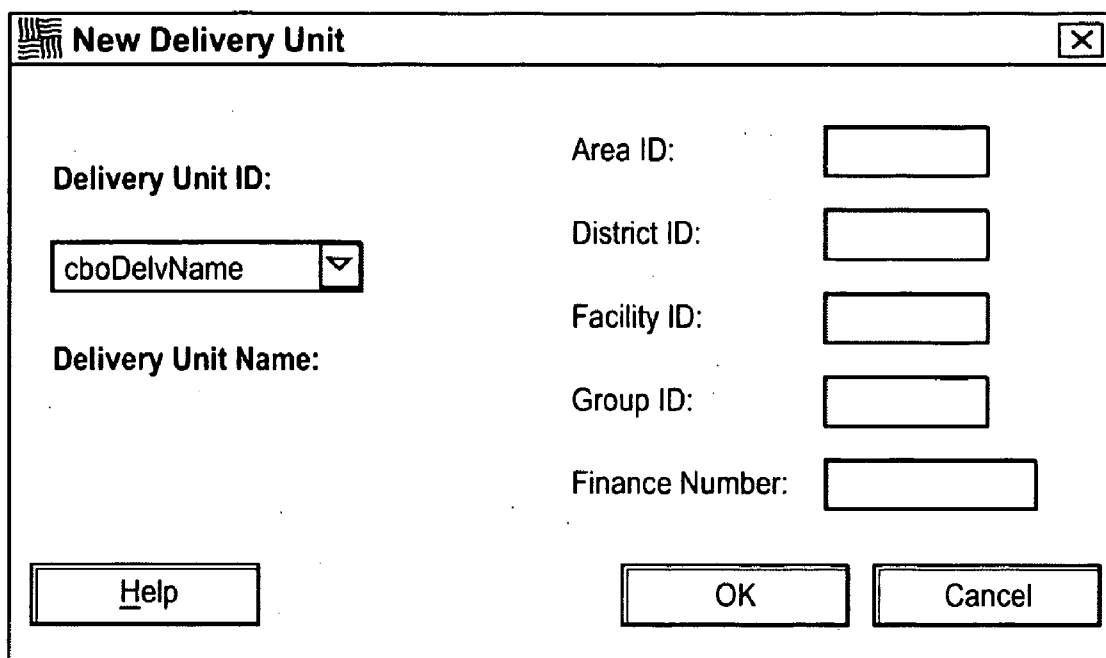
ETC Activation Data

01/01/1700

Current User:

DOIS

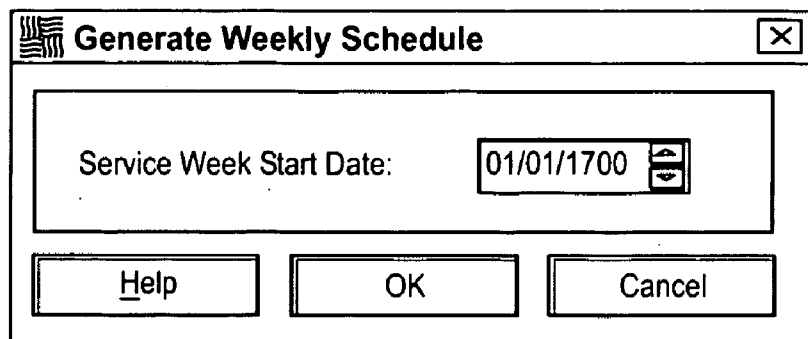
FIG. 123



The dialog box titled "New Delivery Unit" contains the following fields and controls:

- Delivery Unit ID:** A text input field.
- Area ID:** A text input field.
- District ID:** A text input field.
- Facility ID:** A text input field.
- Group ID:** A text input field.
- Finance Number:** A text input field.
- Delivery Unit Name:** A label positioned above a dropdown menu.
- cboDelvName:** The text displayed in the dropdown menu.
- Buttons:** "Help", "OK", and "Cancel" buttons are located at the bottom.

FIG. 124



The dialog box titled "Generate Weekly Schedule" contains the following fields and controls:

- Service Week Start Date:** A label positioned to the left of a date input field.
- Date:** The text "01/01/1700" is displayed in the date input field.
- Buttons:** "Help", "OK", and "Cancel" buttons are located at the bottom.

FIG. 125

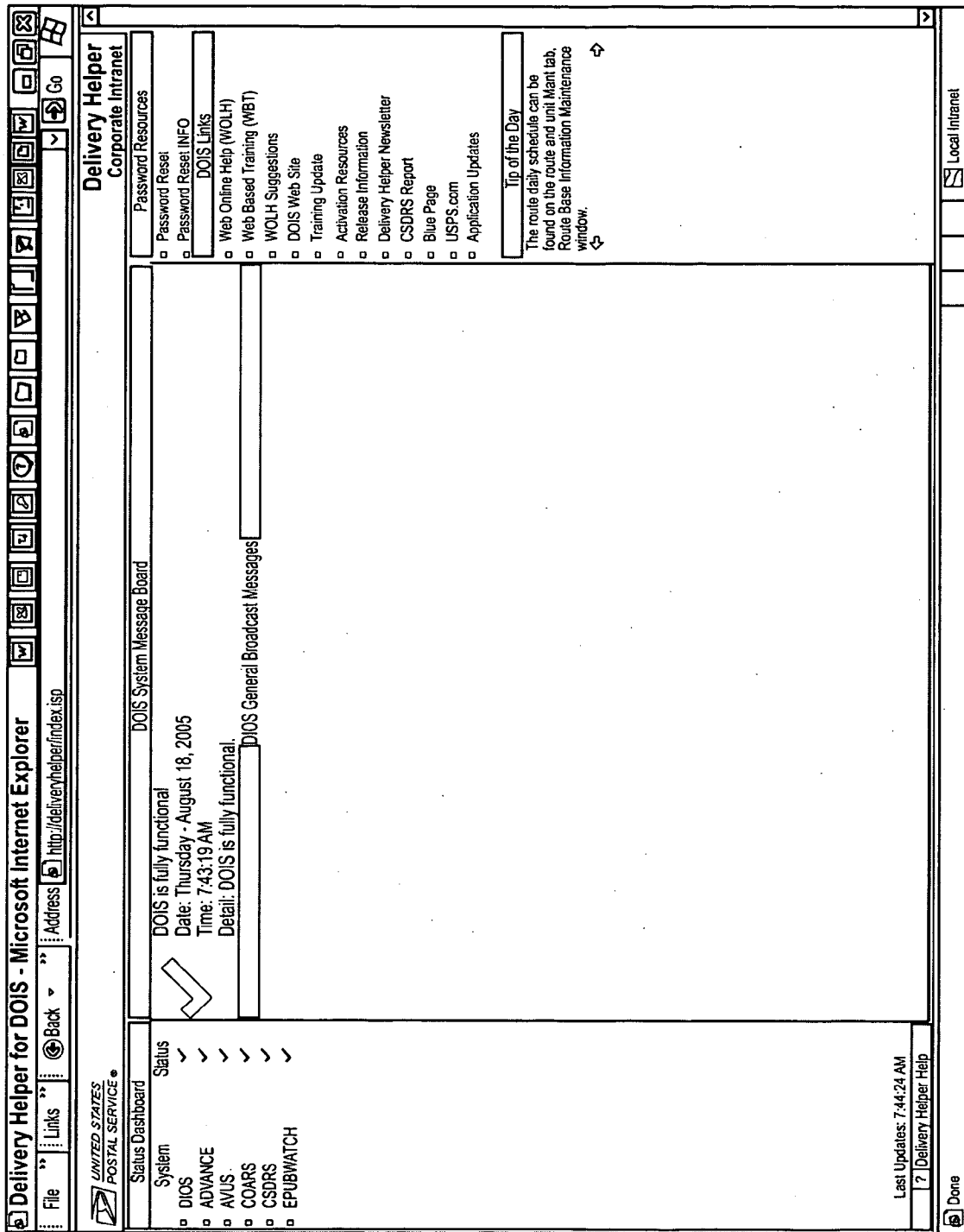


FIG. 126

Delivery Operations Information System [DOIS]

File Application Options Window Help

Weekly Schedule

View Current Week

		Regular Routes					
	Regular Carrier	Saturday 08/07/1999	Monday 08/09/1999	Tuesday 08/10/1999	Wednesday 08/11/1999	Thursday 08/12/1999	Friday 08/13/1999
20001	CARKHUFF, J M						
20002	ARSENAULT, R C	DUDLEY, M C	<VACANT>	<VACANT>	<VACANT>	<VACANT>	<VACANT>
20003	BIRD, F W	MANNING, J W	MANNING, J W	MANNING, J W	MANNING, J W	MANNING, J W	MANNING, J W
20004	CARKHUFF, J M	<VACANT>	<VACANT>	<VACANT>	<VACANT>	THORNER, R F	DUFFY, B J
20005	CONWAY, W A	GREEN, M D	APKARIAN, R D	APKARIAN, R D	APKARIAN, R D	APKARIAN, R D	DUFFY, B J
20006	DEFELICE, J J	THOMPSON, W	LAJOIE, R R	LAJOIE, R R	LAJOIE, R R	LAJOIE, R R	LAJOIE, R R
20007	DUDLEY, M C	DOXTER, B R	MCKAY, D K	MCKAY, D K	MCKAY, D K	MCKAY, D K	MCKAY, D K
20008	ROBILLARD, E C		<VACANT>	<VACANT>			<VACANT>
20009	CONWAY, W A		<VACANT>	<VACANT>	DUFFY, B J	<VACANT>	GUY, P C
20010	BIRD, F W	DUFFY, B J	<VACANT>	<VACANT>			
20011	LIBBY, D M	THORNER, R F					
20012	WORMEL, D R			THORNER, R F	MRACEK, W R		
20013	MANDEVILLE, B H	<VACANT>			<VACANT>		
20014	MRACEK, W R						THORNER, R F
20015		<VACANT>	DUFFY, B J	ARSENAULT, R C	ARSENAULT, R C	ARSENAULT, R C	ARSENAULT, R C
20016	GUTHRIE, W J						DOXTER, B R
20017		<VACANT>	<VACANT>	<VACANT>	<VACANT>	<VACANT>	<VACANT>
20018	STOLPE, T P	BIRD, F W	BIRD, F W	<VACANT>	BIRD, F W	BIRD, F W	BIRD, F W
20019		MCKAY, D K	STOLPE, T P	STOLPE, T P	STOLPE, T P	<VACANT>	STOLPE, T P

Base: 157

Budget

Projected

Scheduled

122	122	122	122	122	122
133	133	133	133	133	133

Print Preview

Create Vacancy...

Assign Replacement...

Route Warnings...

Close

RESTRICTED INFORMATION

FIG. 127

Delivery Operations Information System [DOIS]

File Application Options Window Help

Weekly Schedule

View Current Week

Type	Carrier Name	Saturday 08/07/1999	Monday 08/09/1999	Tuesday 08/10/1999	Wednesday 08/11/1999	Thursday 08/12/1999	Friday 08/13/1999
PTF	APKARIAN, R D	NS					LLD
REG	ARSENAULT, R C	SL	NS				
REG	BIRD, F W			NS			
REG	CARKHUFF, J M				NS	NS	NS
REG	CONWAY, W A			NS			NS
REG	DEFELICE, J J	NS	AL	AL	AL	AL	AL
T-6	DORNHEIM, D R		NS	NS	NS	SL	NS
T-6	DOXTER, B R		NS	NS	NS	NS	NS
REG	DUDLEY, M C		NS	NS	NS	NS	NS
PTF	DUFFY, B J			NS		SL	I
REG	GEORGE JR, M P	DL	DL	DL	DL	DL	NS
REG	GREEN, M D		AL	AL	AL	AL	NS
REG	GUTHRIE, W J						NS
PTF	GUY, P C						
REG	HERNANDEZ, N	SL	SL			NS	
PTF	Lajoie, R R	NS					
REG	LIBBY, D M	NS					
REG	MANDEVILLE, B H	AL			NS		
REG	MANNING, J W					NS	
REG	MCKAY, D K						
Base:	157	122	122	122	122	122	122
	Budget	133	133	133	133	133	133
	Projected						
	Scheduled						

Print Preview

Create Vacancy...

Assign Replacement...

Route Warnings...

Close

RESTRICTED INFORMATION

FIG. 128

File

Application

Options

Window

Help

Weekly Schedule

View Current Week

Route	Regular Carrier	Saturday 08/07/1999	Monday 08/09/1999	Tuesday 08/10/1999	Wednesday 08/11/1999	Thursday 08/12/1999	Friday 08/13/1999
20001	CARKHUFF, J M						
20002	ARSENAULT, R C	DUDLEY, M C	<VACANT>	<VACANT>	<VACANT>	<VACANT>	<VACANT>
20003	BIRD, F W	MANNING, J W	MANNING, J W	MANNING, J W	MANNING, J W	MANNING, J W	MANNING, J W
20004	CARKHUFF, J M	<VACANT>	<VACANT>	<VACANT>	<VACANT>	<VACANT>	<VACANT>
20005	CONWAY, W A	GREEN, M D	APKARIAN, R D	APKARIAN, R D	APKARIAN, R D	APKARIAN, R D	APKARIAN, R D
20006	DEFELICE, J J	THOMPSON, W	LAJOIE, R R	LAJOIE, R R	LAJOIE, R R	LAJOIE, R R	LAJOIE, R R
20007	DUDLEY, M C	DOXTER, B R	MCKAY, D K	MCKAY, D K	MCKAY, D K	MCKAY, D K	MCKAY, D K
20008	ROBILLARD, E C						
20009	CONWAY, W A						
20010	BIRD, F W	DUFFY, B J	<VACANT>	<VACANT>	<VACANT>	<VACANT>	<VACANT>
20011	LIBBY, D M	THORNER, R F					
20012	WORMEL, D R		THORNER, R F				
20013	MANDEVILLE, B H	<VACANT>					
20014	MRACEK, W R						
20015		<VACANT>	DUFFY, B J	ARSENAULT, R C	ARSENAULT, R C	ARSENAULT, R C	ARSENAULT, R C
20016	GUTHRIE, W J						
20017		<VACANT>	<VACANT>	<VACANT>	<VACANT>	<VACANT>	<VACANT>
20018	STOLPE, T P	BIRD, F W	BIRD, F W	BIRD, F W	BIRD, F W	BIRD, F W	BIRD, F W
20019		MCKAY, D K	STOLPE, T P	STOLPE, T P	STOLPE, T P	STOLPE, T P	STOLPE, T P

Base: 157

Budget

Projected

Scheduled

Print Preview

Create Vacancy...

Assign Replacement...

Route Warnings...

Close

RESTRICTED INFORMATION

Start Elizabeth V...

Exploring - C...

DOIS - Micro...

Delivery...

13.62

FIG. 129

Delivery Operations Information System [DOIS]

File Application Options Window Help

Weekly Schedule

View Current Week

Route	Regular Carrier	Saturday 08/07/1999	Monday 08/09/1999	Tuesday 08/10/1999	Wednesday 08/11/1999	Thursday 08/12/1999	Friday 08/13/1999
20001	CARKHUFF, J.M.						
20002	ARSENault, R.C.	DUDLEY, M.C.	<VACANT>	<VACANT>	<VACANT>	<VACANT>	<VACANT>
20003	BIRD, F.W.	MANNING, J.W.	MANNING, J.W.	MANNING, J.W.	MANNING, J.W.	MANNING, J.W.	MANNING, J.W.
20004	CARKHUFF, J.M.	<VACANT>	<VACANT>	<VACANT>	<VACANT>	<VACANT>	<VACANT>
20005	CONWAY, W.A.	GREEN, M.D.	APKARIAN, R.D.	APKARIAN, R.D.	APKARIAN, R.D.	APKARIAN, R.D.	APKARIAN, R.D.
20006	DEFELICE, J.J.	THOMPSON, W.	Lajoie, R.R.	Lajoie, R.R.	Lajoie, R.R.	Lajoie, R.R.	Lajoie, R.R.
20007	DUDLEY, M.C.	DOXTER, B.R.	<VACANT>	<VACANT>	<VACANT>	<VACANT>	<VACANT>
20008	ROBILLARD, E.C.						
20009	CONWAY, W.A.						
20010	BIRD, F.W.	DUFFY, B.J.	<VACANT>	<VACANT>	<VACANT>	<VACANT>	<VACANT>
20011	LIBBY, D.M.	THORNER, R.F.					
20012	WORMEL, D.R.						
20013	MANDEVILLE, B.H.	<VACANT>					
20014	MRACEK, W.D.						
20015							
20016	GUTHRIE, V.						
20017							
20018	STOLPE, T.F.						
20019							

Route Daily Details

Route: 20007
Date: Monday, 08/09/1999
Regular Carrier Status
Regular Carrier: DUDLEY, MC
Work Status: NS, 08:00

Current Assignments

Asgn	Carrier
------	---------

Assign
Quick Assign
Remove

Assign Replacement

Route: 20007
Carrier Name: APKARIAN, RD
Section: Primary
Date From: 08/09/1999
Date To: 08/10/1999

Base: 157
Proj
Sche

Print Preview
Help
OK
Cancel
Close

RESTRICTED INFORMATION

Start
Microsoft Visual Ba...
DOIS - Microsoft Visual Ba...
Delivery Operations Inform...
Microsoft Word - Weekly 5...
N 13:52

FIG. 130

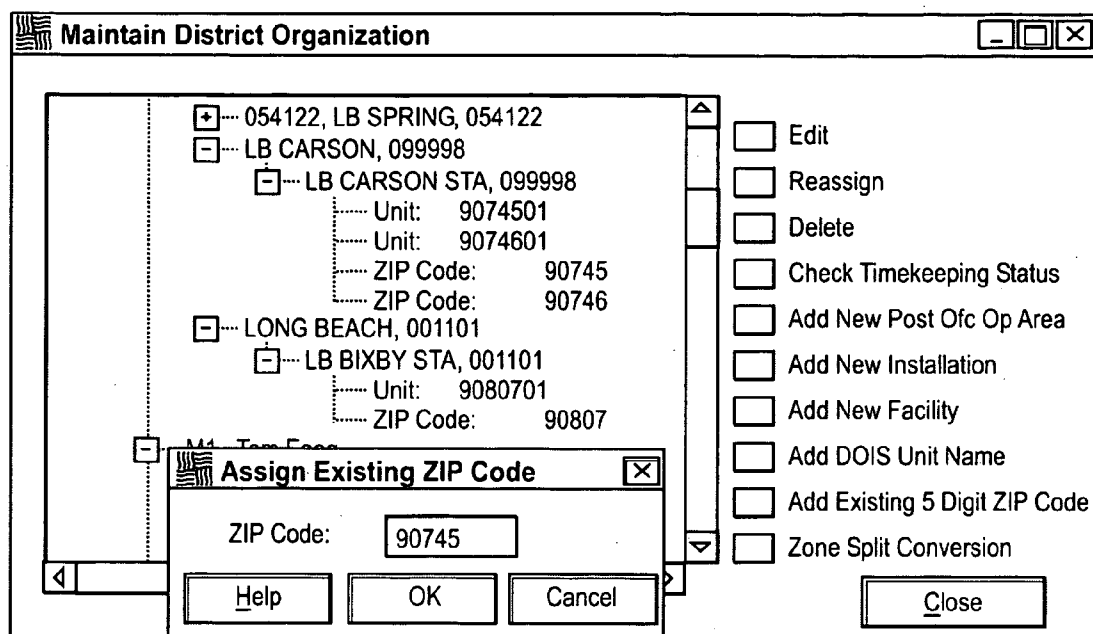


FIG. 131

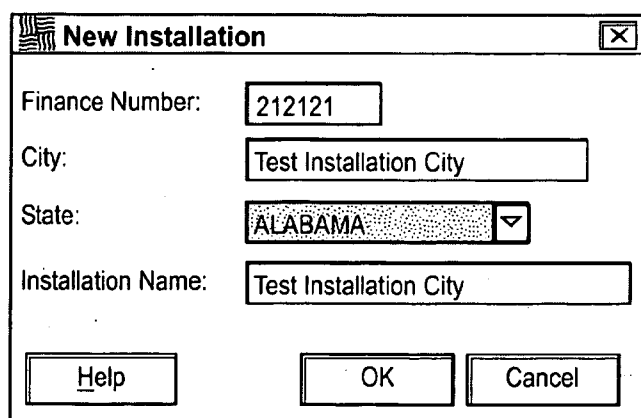
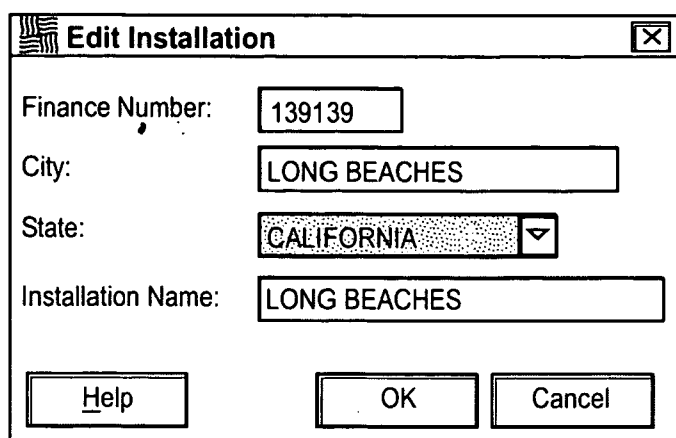


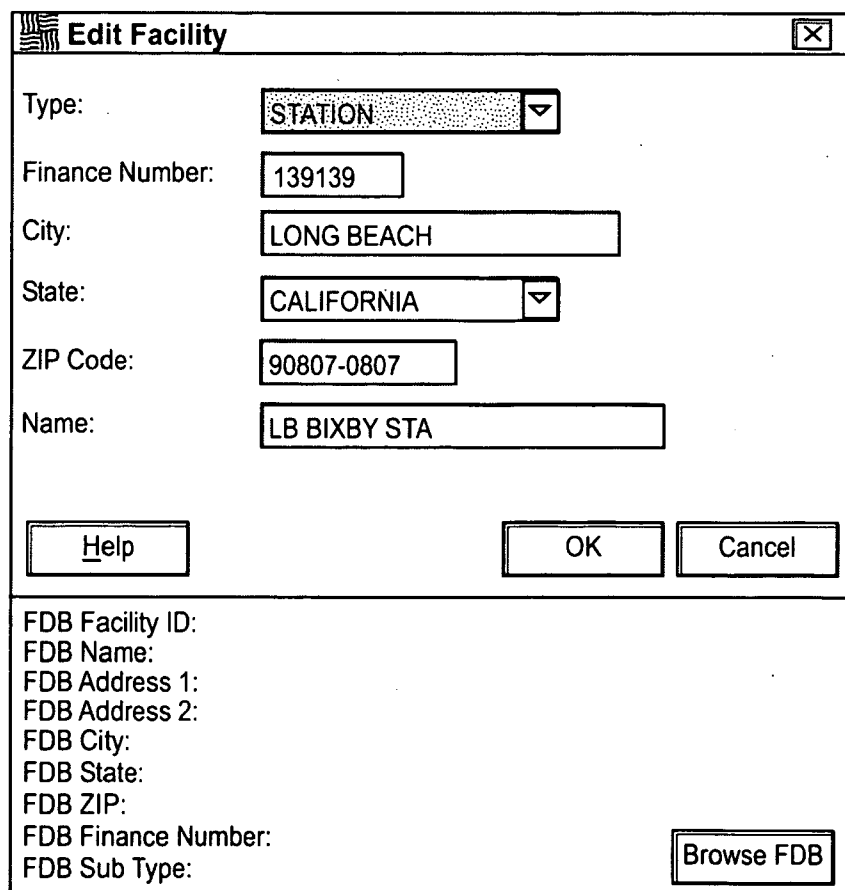
FIG. 132



The 'Edit Installation' dialog box contains the following fields and controls:

- Finance Number: 139139
- City: LONG BEACHES
- State: CALIFORNIA (dropdown menu)
- Installation Name: LONG BEACHES
- Buttons: Help, OK, Cancel

FIG. 133



The 'Edit Facility' dialog box is divided into two sections. The top section contains the following fields and controls:

- Type: STATION (dropdown menu)
- Finance Number: 139139
- City: LONG BEACH
- State: CALIFORNIA (dropdown menu)
- ZIP Code: 90807-0807
- Name: LB BIXBY STA
- Buttons: Help, OK, Cancel

The bottom section contains the following labels and a button:

- FDB Facility ID:
- FDB Name:
- FDB Address 1:
- FDB Address 2:
- FDB City:
- FDB State:
- FDB ZIP:
- FDB Finance Number:
- FDB Sub Type:
- Button: Browse FDB

FIG. 134

Supervisor Workbench

☐ Daily Workload Mgmt
 ☐ Street Mgmt
 ☐ Performance Reports
 ☐ Planning and Scheduling
 ☐ Route and Unit Maint

Individual Performance Reports

- ☐ Individual Weekly Performance Report
- ☐ Individual Weekly Miscellaneous Routes Performance Report
- ☐ Individual Weekly Performance Bar Graph
- ☐ Individual Weekly Performance Trend Graph
- ☐ Individual Weekly Clockring Discrepancy Report
- ☐ Individual Weekly Clockring Discrepancy Bar Graph

Performance Forms

- ☐ 1813 - Late Leaving/Returning
- ☐ 3972 - Absence Analysis

Unit Performance Reports

- ☐ Route/Carrier Daily Performance
- ☐ Misc Route/Carrier Daily Performance Report
- ☐ Unit Daily Performance Report
- ☐ Workhour/Workload Report
- ☐ Dispatch Feedback Report
- ☐ FLASH Statistics Worksheet
- ☐ Volume Report
- ☐ Unit Feedback Report
- ☐ Unit Clockring Discrepancy Report
- ☐ Steward, Standby, and Meeting Time Report

FIG. 135

Steward, Standby, Meeting Report

Service Week Start Date: 06/18/2005

Service Week End Date: 06/24/2005

FIG. 136

The image shows a screenshot of a software window titled "Steward, Standby, and Meeting Time Report". The window has a standard Windows-style title bar with a minimize button, a maximize button, and a close button (X). Inside the window, there is a label "Week Starting:" followed by a text box containing the date "02/07/2004" and a small calendar icon. Below this, there is a label "Report Type" followed by a rectangular box containing two radio button options: "Route" (which is selected) and "Carrier". At the bottom of the window, there are three buttons: "Help", "Print Preview", and "Cancel".

Steward, Standby, and Meeting Time Report

Week Starting: 02/07/2004

Report Type

☒ Route

☐ Carrier

Help Print Preview Cancel

FIG. 137

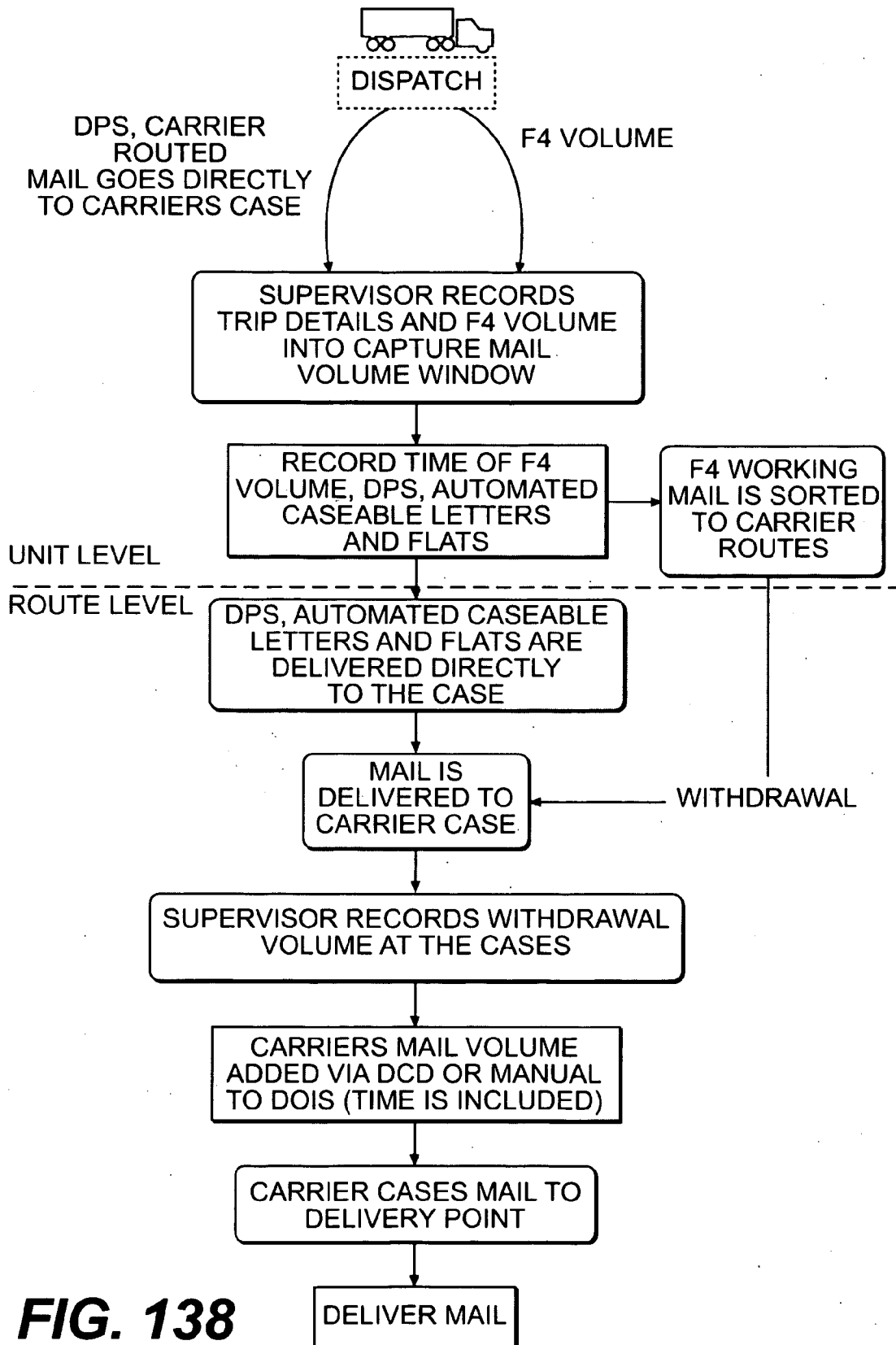
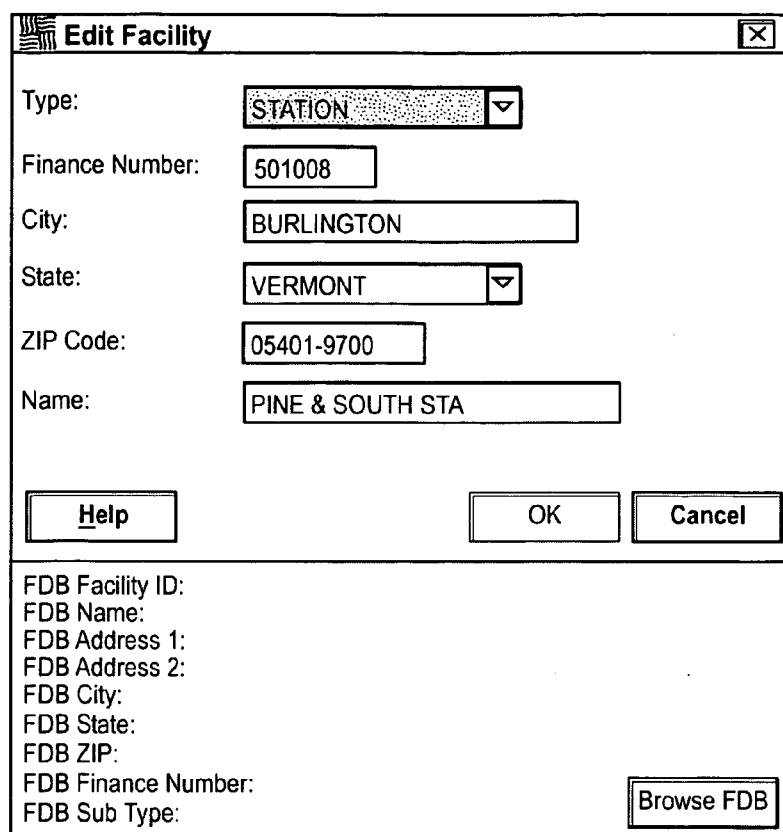


FIG. 138

Maintain User Profile																																					
User List																																					
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">User ID</th> <th style="width: 85%;">User Name</th> </tr> </thead> <tbody> <tr><td>TDAK</td><td>DAVID</td></tr> <tr><td>TDM7C0</td><td>ROBERT SPRUNG</td></tr> <tr><td>TDT350</td><td>KEN STRICKLIN</td></tr> <tr><td>TEST1483</td><td>TEST ID 1483</td></tr> <tr><td>TFRH60</td><td>RITA BROOKS</td></tr> <tr><td>TGPKXB</td><td>KEN DRAKE</td></tr> <tr><td>TJK70</td><td>CAROL S HANSON</td></tr> <tr><td>TJS8YB</td><td>ROXY WISHUM</td></tr> <tr><td>TJVMQB</td><td>DENNIS GORAY</td></tr> <tr><td>TJYVR0</td><td>KAREN P STUCKEY</td></tr> <tr><td>TJZXC0</td><td>CHERYL BOREN</td></tr> <tr><td>TKCZK0</td><td>FAY FAIRCLOTH</td></tr> <tr><td>TKSZW0</td><td>COROLYN ROSS</td></tr> <tr><td>TM7TM0</td><td>LAMAR J KING</td></tr> <tr><td>TN2GB0</td><td>MILT BROADWAY</td></tr> <tr><td>TN2JCC</td><td>ALISHA HENDERSON</td></tr> <tr><td>TPB7D0</td><td>FRANK OSTRANDER</td></tr> </tbody> </table>	User ID	User Name	TDAK	DAVID	TDM7C0	ROBERT SPRUNG	TDT350	KEN STRICKLIN	TEST1483	TEST ID 1483	TFRH60	RITA BROOKS	TGPKXB	KEN DRAKE	TJK70	CAROL S HANSON	TJS8YB	ROXY WISHUM	TJVMQB	DENNIS GORAY	TJYVR0	KAREN P STUCKEY	TJZXC0	CHERYL BOREN	TKCZK0	FAY FAIRCLOTH	TKSZW0	COROLYN ROSS	TM7TM0	LAMAR J KING	TN2GB0	MILT BROADWAY	TN2JCC	ALISHA HENDERSON	TPB7D0	FRANK OSTRANDER	<div style="margin-bottom: 10px;"> <input type="button" value="New"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/> </div>
User ID	User Name																																				
TDAK	DAVID																																				
TDM7C0	ROBERT SPRUNG																																				
TDT350	KEN STRICKLIN																																				
TEST1483	TEST ID 1483																																				
TFRH60	RITA BROOKS																																				
TGPKXB	KEN DRAKE																																				
TJK70	CAROL S HANSON																																				
TJS8YB	ROXY WISHUM																																				
TJVMQB	DENNIS GORAY																																				
TJYVR0	KAREN P STUCKEY																																				
TJZXC0	CHERYL BOREN																																				
TKCZK0	FAY FAIRCLOTH																																				
TKSZW0	COROLYN ROSS																																				
TM7TM0	LAMAR J KING																																				
TN2GB0	MILT BROADWAY																																				
TN2JCC	ALISHA HENDERSON																																				
TPB7D0	FRANK OSTRANDER																																				
User Profile																																					
<p>User ID: <input type="text" value="TDAK"/></p> <p>User Name: <input type="text" value="DAVID"/></p> <p>CC Mail ID: <input type="text"/></p>	<p>Profile Items:</p> <p>Primary Profile Item:</p> <div style="border: 1px solid black; padding: 5px;"> <div style="background-color: #f0f0f0; height: 20px; margin-bottom: 5px;"></div> <div> COARS AREA COARS CFS-SUPERVISOR COARS CONSUMER AFFAIRS COARS DISTRICT COARS SUPER USER COARS UNIT SUPERVISOR DELIVERY UNIT SUPERVISOR DEPLOYMENT MANAGEMENT DISTRICT ADMINISTRATOR DISTRICT AREA APPROVER MANAGEMENT REPORTING US MANGER LEVEL ROUTE INSPECTOR TIMEKEEPER </div> </div>																																				
<input type="button" value="Save"/> <input type="button" value="Close"/>																																					

FIG. 139



Edit Facility

Type:

Finance Number:

City:

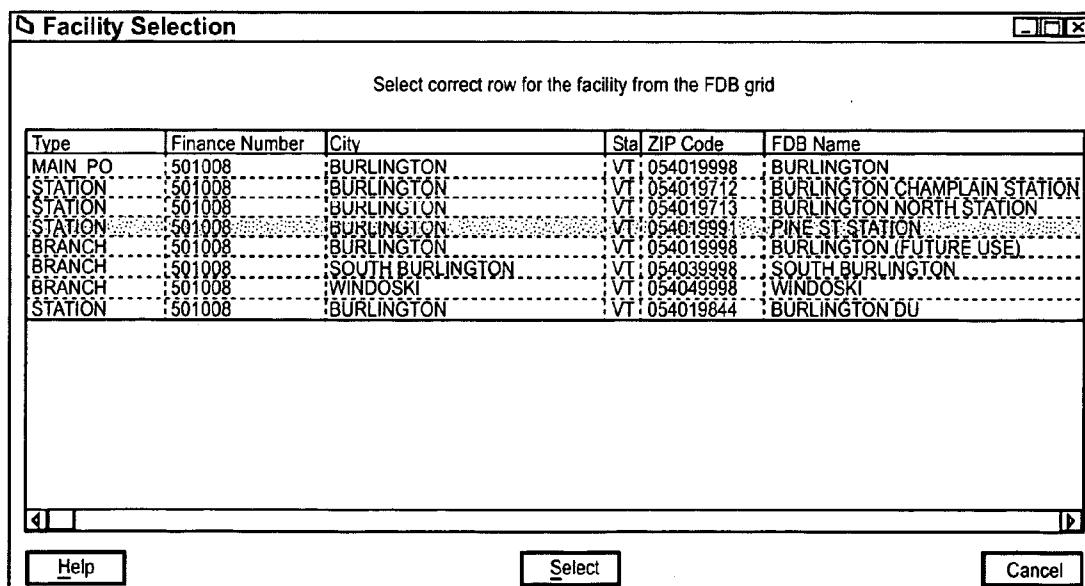
State:

ZIP Code:

Name:

FDB Facility ID:
 FDB Name:
 FDB Address 1:
 FDB Address 2:
 FDB City:
 FDB State:
 FDB ZIP:
 FDB Finance Number:
 FDB Sub Type:

FIG. 140

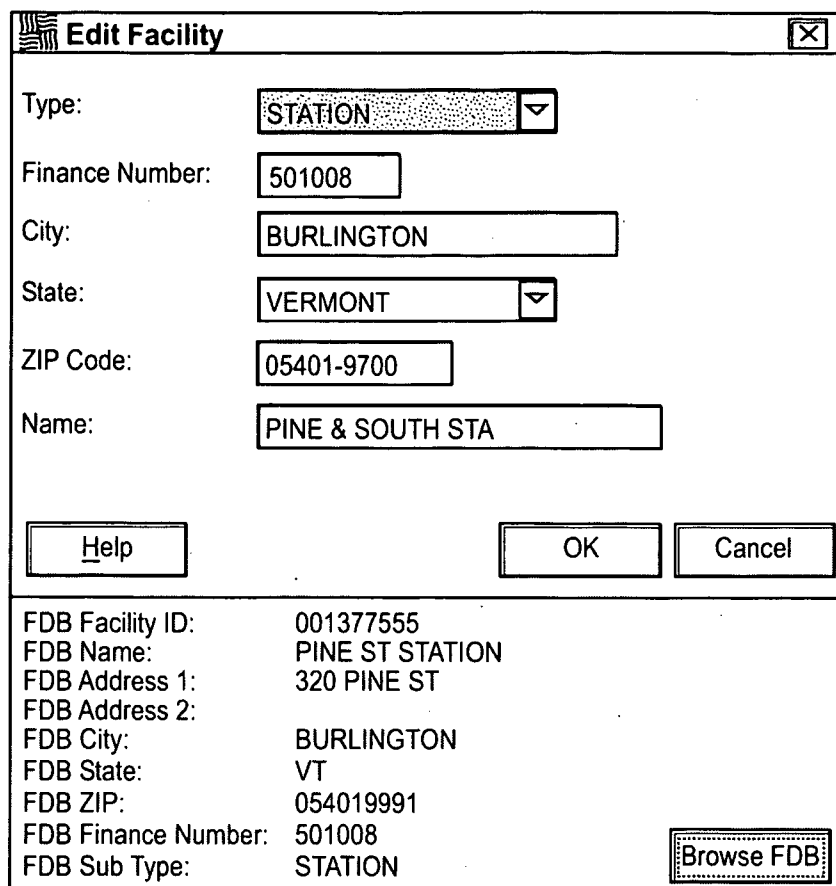


Facility Selection

Select correct row for the facility from the FDB grid

Type	Finance Number	City	Sta	ZIP Code	FDB Name
MAIN PO	501008	BURLINGTON	VT	054019998	BURLINGTON
STATION	501008	BURLINGTON	VT	054019712	BURLINGTON CHAMPLAIN STATION
STATION	501008	BURLINGTON	VT	054019713	BURLINGTON NORTH STATION
STATION	501008	BURLINGTON	VT	054019991	PINE ST STATION
BRANCH	501008	BURLINGTON	VT	054019998	BURLINGTON (FUTURE USE)
BRANCH	501008	SOUTH BURLINGTON	VT	054039998	SOUTH BURLINGTON
BRANCH	501008	WINDOSKI	VT	054049998	WINDOSKI
STATION	501008	BURLINGTON	VT	054019644	BURLINGTON DU

FIG. 141



Edit Facility

Type:

Finance Number:

City:

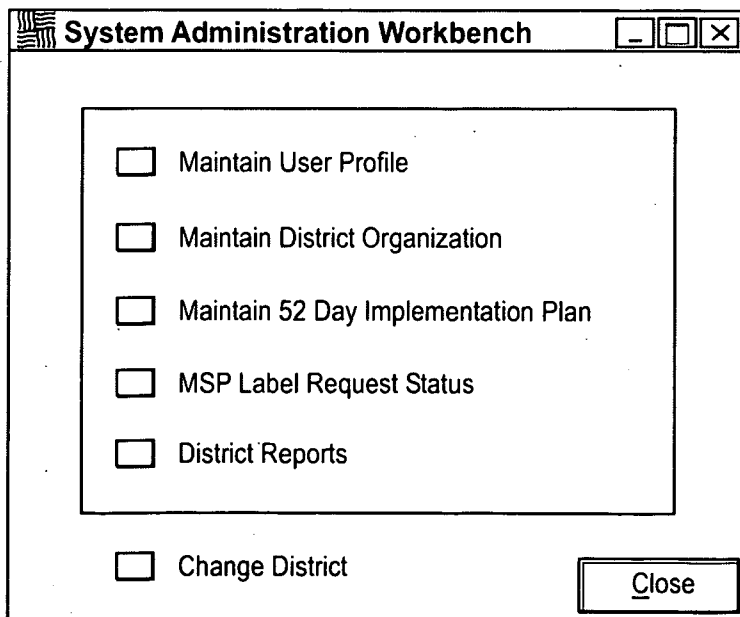
State:

ZIP Code:

Name:

FDB Facility ID: 001377555
FDB Name: PINE ST STATION
FDB Address 1: 320 PINE ST
FDB Address 2:
FDB City: BURLINGTON
FDB State: VT
FDB ZIP: 054019991
FDB Finance Number: 501008
FDB Sub Type: STATION

FIG. 142



System Administration Workbench

☐ Maintain User Profile

☐ Maintain District Organization

☐ Maintain 52 Day Implementation Plan

☐ MSP Label Request Status

☐ District Reports

☐ Change District

FIG. 143

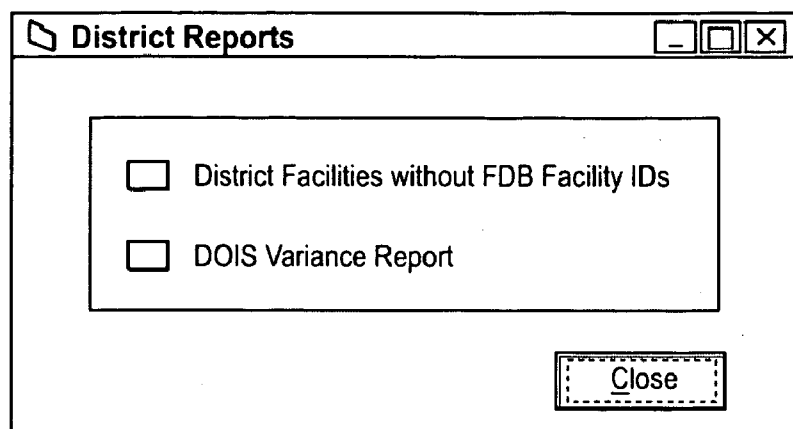


FIG. 144

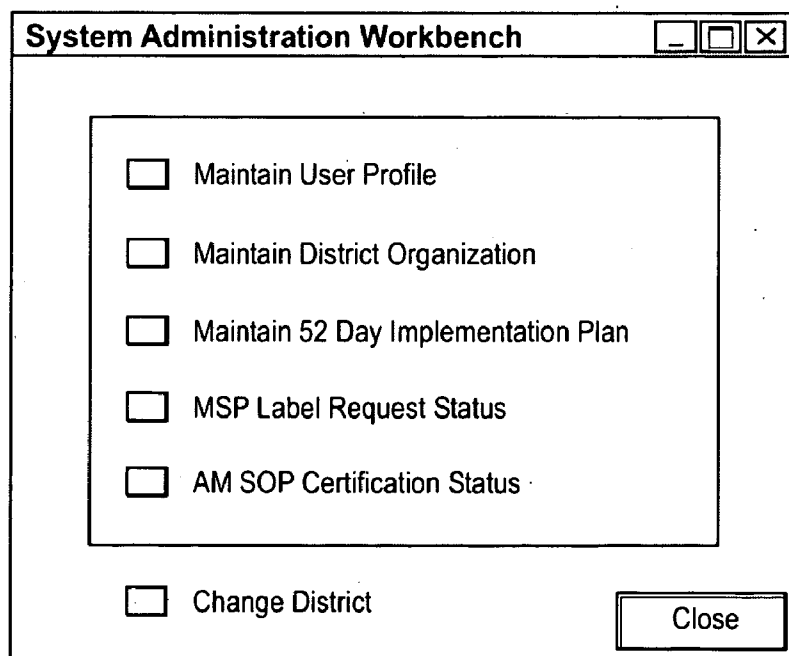


FIG. 145

AM Standard Operating Procedure Certification Status

AM SOP Certification Status

☐ IOP Implemented:

☐ Case Configuration Complemented:

☐ Unit Layout Approved:

☐ Carrier Schedule Approved

☐ Area Review:

Unit Pass Review

☒ Yes

☒ No

TOP Audit Results in the Delivery Section:

TOP Audit Results Overall:

☐ AM SOP Certification Complete:

Save

Close

FIG. 146

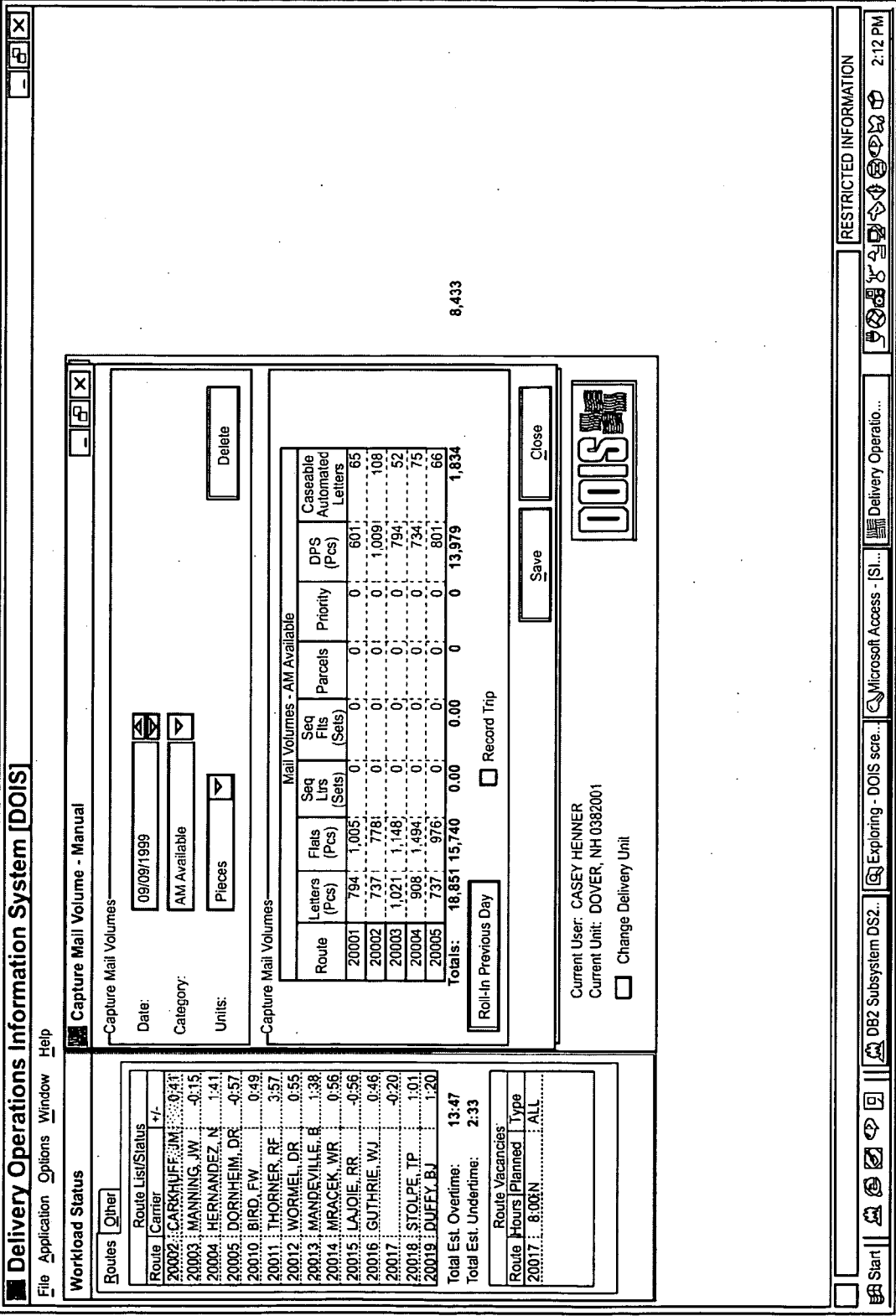


FIG. 147

Capture Mail Volumes - Manual

Capture Mail Volumes

Date: 02/05/2004 Display

Category: AM Available

Units: Pieces

Source: Withdrawal Arrival Time: 7:30 AM

Mail Volumes - AM Available								
Route	Letters (Pcs)	Flats (Pcs)	Seq Ltrs (Sets)	Seq Flts (Sets)	Parcels	DPS (Pcs)	Caseable Automated Letters	Caseable Automated Flats
10001	0	805	0	0	0	1,269	550	206
10002	0	805	0	0	0	1,151	472	219
10004	56	460	0	0	0	411	772	193
10005	113	1,868	0	0	0	2,687	605	307
10006	113	1,696	0	0	0	2,330	710	315
Totals:	4,294	58,581	0	0	0	60,992	33,652	8,433

Save Close

FIG. 148

Capture Mail Volumes - Manual ✕

Date: 02/05/2004 Roll-In Previous Day

Category: AM Available

Units: Pieces

Source: Roll-In

Mail Volumes - AM Roll In

Save Close

FIG. 149

Capture Mail Volumes - Manual

Capture Mail Volume

Date: 02/25/2004 Display

Category: PM Available

Units: Feet

Source: Withdrawal Arrival Time: 04:00 PM

Volume

Mail Volumes — PM Available				
Route	Available Ltrs(Ft)	Available Flts(FT)	Caseable Auto Ltrs(Ft)	Caseable Auto Flats(FT)
01001				
01002				
01003				
01004				
01005				
Totals:	0.00	0.00	0.00	0.00

Save Close

FIG. 150

Capture Mail Volumes - Manual

Capture Mail Volume

Date: 02/25/2004 Display

Category: PM Curtailed

Units: Feet

Volume

Mail Volumes — PM Curtailed		
Route	Curtailed Ltrs(Ft)	Curtailed Flts(FT)
01001		
01002		
01003		
01004		
01005		
Totals:	0.00	0.00

Save Close

FIG. 151

Capture Mail Volumes - DCD

Overwrite existing mail volumes? ☐ Arrival Time: 07:00AM

Required Steps

1. At the DCD Main Window select <T> for transfer of data from DCD to DUC.
2. Click the <Transfer Volume Data> button below to initiate the transfer.

Help Transfer Volume Data Close

FIG. 152

Capture Mail Volumes - Manual

Capture Mail Volume

Date: 02/25/2004 Display

Category: Rural Route

Units: Feet

Volume

Rural Route							
Letters (Ft.)	Flats (Ft.)	Boxholder Ltrs. (Sets)	Boxholder Flts. (Sets)	Parcels	DPS (Pcs)	Ceaseable Auto. Ltr. (Pcs)	Ceaseable Auto. Flt. (Pcs)

Save Close

FIG. 153

Maintain Dispatch Information

Scheduled Dispatch Information

Dispatch	AM Dispatch	Arrival Time	% of AM Total Mail	DPS	Automated Letters	Automated Flats
1	Y	8:15AM	40	Y	N	N
2	Y	9:45AM	60	N	Y	Y
3	N	12:30PM	0	N	N	N

Total: 100

New

Remove Last

Save

Close

Detailed Route Volume

Route Number

01008

Display

Source	AM Dispatch	Time	Scheduled	Letter (Pcs)	Flats (Pcs)	Seq Ltrs. (Sets)	Seq Flts. (Sets)	Parcels	Dps (Pcs)	Caseable Auto-Ltrs	Caseable Auto-Flats
Roll-in	Y	24:00		20	104	0	0	0	0	0	0
Trip 1	Y	3:50	Y	0	0	0	0	0	400	245	0
Trip 2	Y	4:30	Y	0	0	0	0	0	0	0	52
Withdrawal	Y	6:50		50	564	0	0	0	0	0	0
Withdrawal	N	10:30		25	305	0	0	0	0	0	0
Trip 3	N	12:30	Y	75	0	0	0	0	0	0	0
Totals				170	973	0	0	0	400	245	52

Print

Save

Cancel

FIG. 154

FIG. 155

Capture Daily Dispatch Information

Date: 03/15/2004

Units: Pieces

Display

Dispatch Trips

Trip	AM Dispatch	Time	LTRS. (pcs)	Caseable Auto Letters	Caseable Auto Flats	Unit Dist Ltrs	Unit Dist Flats	Unit Dist Parcels
1	Y	3:50	0	20,032	7,845	5,974	500	20
2	Y	4:30	60,683	0	0	7,890	287	15
3	N	6:50	0	0	0	10,895	849	2
Totals:			60,683	20,032	7,845	24,759	1,636	37

DPS volume arrived on Dispatch: 2

Caseable Automated Letters Arrived on Dispatch: 1

Caseable Automated Flats Arrived on Dispatch: 1

Record Dispatch Trip

Remove Dispatch Trip

Save Cancel

FIG. 156

Record Dispatch Trip

Dispatch Trip Details

AM Dispatch: YES Trip: 4 Arrival Time: 13:30

Unit Distribution

Units: Feet

Letters:

Flats:

Parcels:

Save Close

FIG. 157

UNIT DISTRIBUTION VOLUME FEEDBACK REPORT

Delivery Unit: 1234501

Begin Date: 02/07/2004

End Date: 02/13/2004

Service Week: 05

RESTRICTED INFORMATION

Day	Trip	AM ?	Arrival Time		Unit Distribution %			Unit Distribution Volume				Automated		
			Schd.	Actual	Var.	Schd.	Actual	Var.	Letters	Flats	Parcels	DPS	LTRS	FLTS
Saturday 02/07/04	1	Y	3:30	3:50	0:20	85%	72%	13%	6,743	234	23	0	20,032	7,845
	2	Y	4:40	4:30	0:10	15%	28%	-13%	2,335	400	23	65,642	0	0
	Total:								9,078	634	46	65,642	20,032	7,845
Sunday 02/08/04	1	Y	3:50	3:30	0:20	85%	100%	-15%	8,755	250	45	0	19,445	0
	Total:								8,755	250	45	0	19,445	0
Monday 02/09/04	1	Y	3:20	3:30	0:10	85%	44%	41%	4,567	250	34	0	12,357	6,335
	2	Y	4:40	4:40	0:00	15%	25%	-10%	2,335	400	23	53,455	0	0
	Unschd			7:15			32%	-32%	3,355	150	7	0	0	0
	Total:								10,257	800	64	53,455	12,357	6,335
Tuesday 02/10/04	1	Y	3:30	3:30	0:00	85%	70%	15%	4,567	245	54	0	20,032	7,845
	2	Y	4:30	4:40	0:10	15%	30%	-15%	1,643	400	63	63,683	0	0
	Total:								6,210	645	117	60,683	20,032	7,845
Wednesday 02/11/04	1	Y	4:00	3:30	0:30	85%	55%	30%	4,557	245	23	0	18,535	5,432
	2	Y	4:30	4:40	0:10	15%	45%	-30%	3,578	400	21	45,632	0	0
	Total:								8,145	645	44	45,632	18,535	5,432
Thursday 02/12/04	1	Y	4:00	3:30	0:30	85%	55%	30%	4,567	245	12	0	18,535	5,432
	2	Y	4:30	4:40	0:10	15%	45%	-30%	3,578	400	4	45,632	0	0
	Total:								8,145	645	16	45,632	18,535	5,432
Friday 02/13/04	1	Y	4:00	3:30	0:30	85%	55%	30%	4,567	245	65	0	18,535	5,432
	2	Y	4:30	4:40	0:10	15%	45%	-30%	3,578	400	2	45,632	0	0
	Total:								8,145	645	67	45,632	18,535	5,432

3/26/2004 3:11PM

Weekly Totals	
Unit Distribution Letters:	28,735
Unit Distribution Flats:	4,264
Unit Distribution Parcels:	399
DPS:	315,676
Automated Caseable Letters:	127,471
Automated Caseable Flats:	38,321

GENERATED BY: SETH
MAIN OFFICE 1234501

FIG. 158

UNIT VOLUME FEEDBACK REPORT
 Delivery Unit: 1234501
 Begin Date: 02/07/2004
 End Date: 02/13/2004
 Service Week: 06

RESTRICTED INFORMATION

Route #	Scheduled Start Time		Sat. 02/07/2004			Mon. 02/09/2004			Tues. 02/10/2004			Wed. 02/11/2004			Thu. 02/12/2004			Fri. 02/13/2004		
	Sat.	Mon.- Fri.	Time	80%	Actual %	100% Flats Time	Time	80%	Actual %	100% Flats Time	Time	80%	Actual %	100% Flats Time	Time	80%	Actual %	100% Flats Time	Time	80%
01001	7:30	7:30	8:15	86	86	9:00	8:15	89	8:15	83	9:50	8:15	83	9:30	8:15	88	8:15	89	9:00	89
01002	7:30	7:30	8:10	89	89	9:15	8:15	81	8:15	86	9:10	8:15	86	9:50	8:15	83	8:15	81	9:15	81
01003	7:30	7:30	8:00	81	81	9:10	8:10	93	8:15	89	9:30	8:15	90	8:30	8:10	86	8:35	93	9:10	93
01004	7:30	7:30	8:30	93	93	9:30	8:00	92	8:15	81	9:50	8:15	80	9:00	8:00	89	8:15	80	9:30	80
01005	7:30	7:30	8:30	83	83	10:10	8:30	83	8:15	93	8:30	8:15	89	9:15	8:30	81	8:25	97	10:10	97
01006	7:30	7:30	8:15	86	86	9:00	8:30	86	8:15	90	8:30	8:15	81	9:10	8:30	93	8:15	90	8:30	90
01007	7:30	7:30	8:15	90	90	8:45	8:15	90	8:10	80	9:55	8:15	93	9:30	8:15	90	8:15	80	8:30	80
01008	7:30	7:30	7:30	80	80	8:00	8:15	80	8:00	89	10:00	8:10	88	10:10	8:15	80	8:10	89	9:55	89
01009	7:30	7:30	7:30	100	100	7:30	7:30	97	8:30	81	9:15	8:30	87	9:00	7:30	89	8:00	81	9:00	81

Delivery Unit Average	Average Start Time		Sat. 02/07/2004			Mon. 02/09/2004			Tues. 02/10/2004			Wed. 02/11/2004			Thu. 02/12/2004			Fri. 02/13/2004		
	Sat.	Mon.- Fri.	Time	80%	100% Flats Time	Time	80%	100% Flats Time	Time	80%	100% Flats Time	Time	80%	100% Flats Time	Time	80%	100% Flats Time	Time	80%	100% Flats Time
1234501	7:30	7:30	8:06	7	8:55	8:11	9:18	9:18	8:14	9:9	9:23	8:12	9:19	9:16	8:11	9:9	8:20	9:13	9:9	9:13
Non-Compliance Totals:			7	8	8	1	1	1	9	9	9	9	9	9	8	8	9	9	9	9
Unscheduled Trips:			1			1			0			0			2			3		
Trips Late by > 15 Min:			1			2			1			0			2			4		

4/9/2004 10:08AM

FIG. 159

GENERATED BY: SETH
 MAIN OFFICE, 1234501

ROUTE DETAIL VOLUME FEEDBACK REPORT

Delivery Unit: 1234501
 Route Number: 01008
 Scheduled Start Time: Mon.-Fri 7:30
 Service Date: 02/07/2004 Sat. 7:30
 Service Week: 06

RESTRICTED INFORMATION

Source	Time	Letter (Pcs)	Flats (Pcs)	Seq. Ltrs. (Sets)	Seq. Flts. (Sets)	Parcels	DPS (Pcs)	Caseable Automated Letters	Caseable Automated Flats	% Available Caseable Mail	% Available Caseable Flats
Roll-in	-	20	104	0	0	0	0	0	0	8%	12%
Trip 1	3:50	0	0	0	0	0	400	625	0	47%	12%
Trip 2	4:30	0	0	0	0	0	0	0	54	50%	18%
Withdrawal	4:40	58	421	0	0	0	0	0	0	80%	66%
Withdrawal	6:50	25	300	0	0	0	0	0	0	100%	100%
AM Totals:		103	825	0	0	0	400	625	54		

80% Caseable Mail available at:	4:40
100% Caseable Flats available at:	6:50

PM

Source	Time	Letter (Pcs)	Flats (Pcs)	Caseable Automated Letters	Caseable Automated Flats
Roll-in	-	25	10	0	0
Withdrawal	14:15	50	0	300	60
Withdrawal	16:30	255	10	0	0
Withdrawal	16:40	25	5	0	0
PM Totals:		355	25	300	60

FIG. 160

	Letter (Pcs)	Flats (Pcs)	Seq. Ltrs. (Sets)	Seq. Flts. (Sets)	Parcels	DPS (Pcs)	Caseable Automated Letters	Caseable Automated Flats
DAILY TOTALS:	850	300	0	0	400	625	354	60

3/29/2004 4:16PM

GENERATED BY: SETH
 MAIN OFFICE, 1234501

Route Details

Route: 20001

Workload Management

☐ Accountables Over Base
☐ Collating
☐ Full Coverage
☒ Growth
☒ Parcels Over Base

Variable Projections

☐ AM Ofc
☒ Street
☐ PM Office

Mail Volume

Curtail Mail
Delay Mail

Description	Time	Category	Comment
Standard AM Ofc	2:50	AM Ofc	
Standard Street	5:30	Street	
Variable Street	0:30	Street	Construction Deviation
Growth	0:10	Street	
Parcels Over Base	0:10	Street	
Standard PM Ofc	0:20	PM Ofc	

Total Projected Time: 9:30
Adjust Proj

Assignments

Asgn	Carrier	AM Ofc	Street	PM Ofc	OT
Primary	Davis, JE	1:30	6:20	0:20	0:10
Ofc Aux	Phelps, B	0:30	0:00	0:00	0:00

Assign
Remove

Approved Carrier OT: 0:10

3996 Tracking

Requested Time 2:00
☐ Disapproved

Approved Route Time 1:30

Help
Save
Cancel

FIG. 161

Route Projection Adjustment	
Description	Variable Street
Category	Street
DOIS Projection	0:00
User Adjustment	0:00 <input type="button" value="▲"/> <input type="button" value="▼"/>
Approved Projection	0:30
Comment	Construction Deviation
<input type="button" value="Help"/> <input type="button" value="OK"/> <input type="button" value="Cancel"/>	

FIG. 162

FIG. 163

Assignment Details	
Route	20001
Assignment Type	Office <input type="button" value="▼"/>
<input type="button" value="Help"/> <input type="button" value="OK"/> <input type="button" value="Cancel"/>	

FIG. 164

Assignment Details	
Route	20001
Assignment Type	AM Ofc Aux <input type="button" value="▶"/> <input type="button" value="◀"/>
Duration Hrs	1:20 <input type="button" value="▶"/> <input type="button" value="◀"/>
<input type="button" value="Help"/> <input type="button" value="OK"/> <input type="button" value="Cancel"/>	

Maintain Unit Information										
<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> Indicators and Window Setup <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> Unit Indicators <div style="float: right; border: 1px solid black; padding: 2px;">Proj Adj Set-Up</div> <div style="clear: both;"></div> <div style="margin-top: 5px;"> <input checked="" type="checkbox"/> Routers <input type="checkbox"/> Office Break <input checked="" type="checkbox"/> PM Mail <input type="checkbox"/> EPM Office <input type="checkbox"/> Apply 701 Rule <input type="checkbox"/> Apply 200 Man Years Rule </div> </div> </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> Scheduled Day Off Status Setup <div style="margin-top: 10px;"> <input checked="" type="radio"/> Rotating SD0 <input type="radio"/> Fixed SD0 </div> </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> Workload Status Setup <div style="margin-top: 10px;"> Overtime Hours Limit: 0:15 </div> <div style="margin-top: 5px;"> Undertime Hours Limit: 0:15 </div> </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> Capture Mail Volume Setup <div style="margin-top: 10px;"> Letter Factor Threshold: 0:50 </div> <div style="margin-top: 5px;"> Flat Factor Threshold: 0:50 </div> </div>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> Regular and Miscellaneous Route Information <div style="margin-top: 10px;"> <input checked="" type="radio"/> Regular Routes <input type="radio"/> Miscellaneous Routes <div style="text-align: right; margin-top: 5px;"> <div style="border: 1px solid black; padding: 2px 10px;">Display</div> </div> </div> </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="text-align: left; padding: 2px;">Regular Routes</th> </tr> <tr> <th style="width: 30%; padding: 2px;">Route</th> <th style="width: 30%; padding: 2px;">Aux</th> <th style="width: 40%; padding: 2px;">Base Hrs</th> </tr> </thead> <tbody> <tr style="height: 150px;"> <td colspan="3"></td> </tr> </tbody> </table> <div style="text-align: right; margin-top: 10px;"> <div style="border: 1px solid black; padding: 2px 10px; margin-right: 10px;">New</div> <div style="border: 1px solid black; padding: 2px 10px;">Delete</div> </div> </div> <div style="margin-top: 10px; text-align: right;"> <div style="border: 1px solid black; padding: 2px 10px; margin-right: 10px;">Open</div> <div style="border: 1px solid black; padding: 2px 10px;">Close</div> </div>	Regular Routes			Route	Aux	Base Hrs			
Regular Routes										
Route	Aux	Base Hrs								

FIG. 165

Unit Projection Adjustment Set-up

Standard Projection Increases

Automated Inclusion

Accountables Over Base	<input type="checkbox"/>	<div>0:02</div>	
Collecting	<input type="checkbox"/>	<div>0:01</div>	Per Seq Set when > = 2
Full Coverage	<input type="checkbox"/>	<div>0:01</div>	First Full Seq Set
Growth	<input type="checkbox"/>		
Parcels Over Base	<input type="checkbox"/>	<div>0:02</div>	

Save

Cancel

FIG. 166

**DELIVERY OPERATIONS INFORMATION
SYSTEM WITH DAILY WORKLOAD
MANAGEMENT FEATURE AND METHODS OF
USE**

PRIORITY

[0001] Under provisions of 35 U.S.C. §119(e), this Application claims the benefit of U.S. Provisional Application No. 60/602,592, filed Aug. 19, 2004, and U.S. Provisional Application No. 60/706,510, filed Aug. 8, 2005 and entitled "Delivery Operations Information System," both of which are incorporated herein in their entirety by reference.

DESCRIPTION OF THE INVENTION

[0002] 1. Field of the Invention

[0003] The present invention generally relates to the field of tracking quantities of mail for delivery, monitoring their distribution, and scheduling and tracking the work force that distributes the mail. More particularly, the invention relates to a system and method for tracking mail volumes and distribution, and tracking and scheduling a mail carrier work force.

[0004] 2. Background of the Invention

[0005] The United States Postal Service (USPS™) is an independent establishment of the United States government that provides mail delivery and other services to the public. The USPS™ is widely recognized as a safe and reliable means for sending and receiving mail and other items. With the advent and steady growth of electronic commerce, the physical mail stream will increasingly be utilized for sending and receiving packages and other items. Accordingly, providers of delivery service such as the USPS™ will continue to require better systems and methods to meet the increasing demand for faster, more efficient and reliable delivery of mail and other deliverable packages.

[0006] Currently, the USPS™ has the enormous task of assigning, and optimizing, delivery routes for hundreds of thousands of mail carriers who daily deliver approximately 617 million pieces of mail to about 141 million delivery points throughout the nation. The previous delivery operations system was challenged by inefficiencies, outdated technology, and compliance with federal mandates and unionized labor rules. For example, some carriers were obligated to work overtime in order to complete their assigned delivery routes, while others were paid for a full eight-hour shift although they could finish their delivery routes in less than eight hours, with time to spare.

[0007] A study of existing delivery operations systems used by the USPS™ identified several deficiencies: the existing system was DOS-based, making it difficult for a supervisor to interface with the necessary applications to properly perform the job; disparate legacy systems from the 1980's were redundant and could not effectively communicate; and supervisors and route examiners did not use the same system and so could not effectively share information.

[0008] Thus, new methods are needed to maximize on-time and profitable delivery of the mail while complying with federally required mandates and labor contract rules. There is a need for a delivery operation information system that allows a mail carrier supervisor to access, analyze, and

act on data in near real time so that the supervisor can make sound business decisions on what needs to be done for that day. In addition, there is a need for a system that provides a supervisor with the ability to analyze operations to identify and address issues in his or her delivery unit, or with individual routes or individual carriers. There is also a need for a system that allows for long-range planning, such as for example a week, a month, or a year, and for a system that allows for a streamlined route inspection and adjustment process to provide current update of critical information to the route assignment process.

SUMMARY OF THE INVENTION

[0009] The present invention provides a system for managing information related to a delivery service provider such as the USPS™ and methods of using such a system. The system and methods provided herein allow a delivery service provider to coordinate with efficiency the volume of mail or packages to be delivered with the carrier resources available to deliver them. In accordance with one aspect of the invention, the delivery operation information system tracks quantities of articles, schedules their distribution, and schedules and tracks the work force that distributes the articles. These articles can include, but are not limited to, mail such as letters, flat mail, bulk mail, parcels, and other packages. The terms articles, mail and packages are used interchangeably throughout the specification. It is understood that such terms are intended to include any item that is deliverable by air or surface transportation.

[0010] In accordance with an exemplary embodiment of the invention, a method is provided for daily management of the delivery of articles over routes. The method comprises developing a first database that identifies routes for delivery of articles, developing a second database that identifies the volume of articles to be delivered along each route, and developing a third database that identifies a set of carriers and the carriers' availability and workload capacity, wherein workload capacity comprises a total number of available work hours for that carrier. Next, an estimated work time is determined for completing the identified routes. Display screens are provided to selectively show the data from the first, second, and third databases. A user can then assign carriers to routes, while also determining a variance between the estimated work time for completing the identified routes and the available work hours for the carrier or carriers assigned to each route. If needed, the user can adjust the assignment of carriers such that the variance for each of the routes approaches zero.

[0011] In accordance with another exemplary embodiment of the invention, a system is provided for daily management of the delivery of articles over routes. The system can include a first database that identifies routes for delivery of articles, a second database that identifies the volume of articles to be delivered along each route, and a third database that identifies a set of carriers and the carriers' availability and workload capacity, wherein workload capacity comprises a total number of available work hours for that carrier. The system can further include a component for determining an estimated work time for completing the identified routes, a display screen for selectively showing the data from the first, second, and third databases, a component for assigning carriers to routes, and a component for determining a variance between the estimated work time for completing

the identified routes and the available work hours for the carrier or carriers assigned to each route, as well as component for adjusting the assignment of carriers such that the variance for each of the routes approaches zero.

[0012] Additional objects and advantages of the invention will be set forth in part in the description which follows, and in part will be obvious from the description, or may be learned by practice of the invention. The objects and advantages of the invention will be realized and attained by means of the elements and combinations particularly pointed out in the appended claims.

[0013] It is to be understood that both the foregoing general description and the following detailed description are exemplary and explanatory only and are not restrictive of the invention, as claimed.

BRIEF DESCRIPTION OF THE DRAWINGS

[0014] The accompanying drawings, which are incorporated in and constitute a part of this specification, illustrate embodiments of the invention and together with the description, serve to explain the principles of the invention.

[0015] **FIG. 1** illustrates a diagram of an exemplary embodiment of a delivery operations information system of the present invention.

[0016] **FIG. 2** illustrates a diagram of particular subcomponents of a delivery operations information system of the present invention.

[0017] **FIG. 3** illustrates a diagram of an exemplary embodiment of a daily management workload system of the present invention.

[0018] **FIG. 4** illustrates a diagram of an exemplary embodiment of a performance reports system of the present invention.

[0019] **FIG. 5** illustrates a diagram of an exemplary embodiment of a planning and scheduling system of the present invention.

[0020] **FIG. 6** illustrates a diagram of an exemplary embodiment of a route and unit maintenance system of the present invention.

[0021] **FIG. 7** illustrates a diagram of an exemplary embodiment of a managed service points and street management system of the present invention.

[0022] **FIG. 8** illustrates a diagram of an exemplary embodiment of a route adjustment system of the present invention.

[0023] **FIGS. 9-166** illustrate a series of screen shots from exemplary embodiments of the present system.

DETAILED DESCRIPTION

[0024] The present invention provides a delivery operations information system for a delivery service provider such as the USPS™ and methods of using such a system. The delivery operations information system (DOIS) and methods provided herein allow a delivery service provider to coordinate with efficiency the volume of mail or packages to be delivered with the carrier resources available to deliver them. For example, DOIS can allow a postal supervisor to glance at a computer screen and see a quick visual snapshot

of information, such as for example daily mail volume for individual mail routes, carrier shift schedules, whether a carrier will have spare time in his shift due to the day's mail volume, which carriers have the day off, and which carrier has requested overtime. Based on this information, the system can provide an accurate and reliable automated method for matching up mail loads with available carriers. Accordingly, DOIS can serve as a high-tech matchmaking service, using data to match up workload with available carriers rather than guesswork. By managing capacity and demand, use of DOIS can result in improved resource allocation, lower labor costs, and improved reliability and higher quality mail service.

[0025] The delivery operations information system of the present invention comprises a software application that combines client/server technology with highly integrated applications, including one or more software components, a central repository, a graphical user interface, and a standard platform that can scale with changing demands. The mainframe back-end captures large amounts of information about mail volume, delivery routes and inspections, carrier schedules, time and attendance, and budget. DOIS provides a software application that feeds data from multiple sources into the central repository, so that users of the system such as managers or supervisors can quickly view critical data, such as for example the amount of mail scheduled to arrive at a facility, and adjust carrier workloads to meet the demand.

[0026] **FIG. 1** illustrates an exemplary embodiment of a delivery operations information system (DOIS) 100 of the present invention. The DOIS application 110 may run on a delivery unit computer or workstation 112 as shown, which can be connected to a network 120 for sharing data with a mainframe 130. The network can be a local area network (LAN) or a wide area network (WAN), such as for example a Postal Routed Network (PRN) or a Managed Network Services (MNS) of the USPS™. The mainframe 130 can be used to store data and can communicate with a web-based server 140, such as for example Web Enterprise Information System (WebEIS) of the USPS™, that can be run from a manager's computer 142. The mainframe 130 can communicate either directly with the web-based server 140 or through the network 120. Data may be collected and transferred between the DOIS application 110 and a data collection device (DCD) 150, as shown. Further, the network 120 may also interact with one or more database interfaces 160. Exemplary databases useful for interfacing with the present system include, for example, Address Management System (AMS), National Budget System (NBS), Time and Attendance Collection System (TACS), and Web End of Run (WebEOR) of the USPS™. It is understood, of course, that **FIG. 1** merely illustrates an example of the technical architecture of the present invention.

[0027] In one embodiment of the invention, the delivery operation information system 100 can be a client-server software application, with data being stored on one or more of a client or a mainframe. The client(s) and mainframe(s) of the system can be connected via a local area network or a wide area network, as previously described. It is understood, of course, that data may be transferred in both directions. For example, a database of route records may be maintained on the mainframe 130, and a workstation user can transfer route data between the mainframe 130 and the workstation 112.

[0028] The client can be, in one embodiment, a Windows-based PC or laptop and further can be located in the delivery unit. A user may have his own PC, or a number of users may share a PC. As illustrated in **FIG. 1**, the PC can receive data from the data collection device **150** either via a wireless connection or a physical connection. The PC in one embodiment can have about 128 mB of RAM. The mainframe **130** can be in one embodiment IBM or Amdahls (e.g., AMDHL 2000 Model 2128E, and AMDHL 2000 Model 2158E). A middleware, for example Shadow (NEON Systems Inc.), may run on the mainframe **130**, allowing the mainframe **130** to act as a server. It is to be understood that this description of the architecture of the system is exemplary. Those skilled in the art would understand that other suitable architectures could also be used, such as servers replacing the NEON middleware product.

[0029] A separate version of a DOIS application **110** may be provided by the present invention for use with a laptop computer. The laptop version may include many of the same features, but is not as comprehensive. Certain functions, therefore, may be left out of the laptop version.

[0030] The system **100** described herein, in one embodiment, can allow connectivity to other applications, such as for example Form Flow software or Microsoft Excel. In another embodiment, the system can allow connectivity to other databases, such as for example legacy postal service databases. Further, it is understood that the present software application can work with utilities other than those already mentioned, and that the DOIS software application may include one or more additional software components for implementing the following management functions.

[0031] As illustrated in **FIG. 1**, the system **100** may also allow connectivity to a data collection device (DCD) **150**, and may, in one embodiment, provide instructions as to how to configure the DCD for different functions such as, for example, a route inspection, mail volume recording, or street management. A DCD may be used, for example, in counting mail, tracking mail, and tracking the movements of carriers.

[0032] In one aspect of the embodiment, DOIS can comprise a web page that can be viewed online and allow users to view the system status. For example, the web page may inform the user of the system's availability, and whether the system is fully functional, slow, or unavailable. This can be achieved, for example, by tracking the length of time it takes for DOIS to return a communication sent from the web page. The system's availability may be indicated, for example, by an easily viewable symbol such as a traffic light having a signal that is green when the system is fully functional, yellow when the system is slow, and red when the system is unavailable. The system status can be updated by refreshing the web page.

[0033] In another aspect, the DOIS website can provide additional online support for the user, such as for example a "Tip of the Day," or the ability to reset system passwords or view certain information online. In yet another aspect, each of the system's windows can include a help button. The help button is window-sensitive and includes extensive online help, including a brief description of the purpose of the window.

[0034] Turning now to methods for using DOIS, a user of the delivery operations information system may be, for

example, a mail carrier ("carrier"), a delivery unit supervisor, a system administrator, a district, area or national manager. Each user can be assigned a profile and a unique identifier or username, and must log on with a password, which may be changed, to the secure system of the present invention in order to gain access to the delivery operations information system **100**. In an exemplary embodiment, only authorized users may access the system **100**. The system **100** may recognize and allow access, for example, only to those users whose profiles have been stored in the system.

[0035] In one embodiment, a user may only have access to limited information and/or operations of the system **100**. For example, a delivery unit supervisor may assign a carrier to a delivery route in his or her district, or may modify a delivery route in that district, but may not assign a carrier to a delivery route outside that district or modify a delivery route outside that district. In some embodiments, only a local or district manager may modify a delivery route in any particular district. Thus, the system **100** may be configured to allow selective users access to some, but not all of the functions of the system **100**.

[0036] With the system **100** of the present invention, a system administrator or another authorized user may maintain user profiles, district organizations, and 52-day implementation plans (i.e., calendars of events that must take place in order to meet contractual requirements). For example, a user may add an activity to a 52-day plan. A system administrator or other authorized user may view the profiles of other users, including, for a given ID and user name, the user's primary delivery unit and class (e.g., supervisor, manager, system administrator, etc.). The system administrator or other authorized user may also create a new profile for a user or a new user class (e.g., supervisor, manager, route inspector, etc.) and the delivery unit for that particular user class.

[0037] A system administrator or another authorized user may further use the DOIS **100** to view a district organization as a tree format, edit, reassign, delete, and/or add to the district, its facilities, and its management areas. A system administrator or other authorized user may also add a new post office operation area or a new installation (e.g., an individual building or multiple facilities), and may assign a finance number, city, and state to the new installation. A system administrator or other authorized user may also add a new delivery unit. A system administrator or other authorized user may also assign an existing ZIP code™ to that district.

[0038] As shown in **FIG. 2**, the delivery operations information system **100** of the present invention comprises two basic operational units: office management **200** and street management **400**. Office management **200** can include several functions such as a daily workload management system **300**, a performance reports system **320**, a planning and scheduling system **340**, a route and unit maintenance system **360**, and a managed service points and street management system **380**. Street operations **400** can include functions such as a route adjustment system **500**.

[0039] In general, DOIS can include a database comprising information regarding individual carriers, delivery units, routes, and mail volumes. An individual user of DOIS, or of the daily workload management system, performance reports system, planning and scheduling system, route and

unit maintenance system, managed service points and street management system, or route adjustment system, may have access to some or all of this information.

[0040] For each carrier the DOIS database can include the carrier's status (e.g., regular carrier, part-time carrier, transitional employee (TE) carrier, casual carrier, utility carrier, or substitute carrier), the carrier's assigned route (or whether the carrier is currently unassigned) and the date the carrier was assigned to that route, the hours worked to date by that carrier and whether the carrier is on an overtime desired list (OTDL), the carrier's delivery unit, and the carrier's prior performance reports. The database can also provide for each carrier the number of days the carrier has physically worked on a particular route, the last day the carrier worked a particular route, the days the carrier worked on a particular route in the office, and the last day the carrier worked on a particular route on the street.

[0041] The overtime desired list can comprise a list of carriers desiring overtime. In one embodiment, the OTDL can include the identities of the carriers on the list, as well as a record of overtime offered to each carrier on the OTDL, overtime worked by each carrier on the OTDL, and overtime refused by each carrier on the OTDL, including any reasons for refusal of overtime.

[0042] For each route, the DOIS database can include information, such as for example the route (e.g., the path traveled, and whether the route is a full or auxiliary route), the overall time for the route (and whether the route is over or under eight hours on a given day, based on the calculated workload), the travel time for the route, the route type (e.g., combination, collection, or relay), the route environment (e.g., residential, business, or mixed), the type of delivery (e.g., foot, dismount, curb line motorized, park and loop, etc.), the clock rings (e.g., reporting time, leave time, return time, end time), previous inspections (e.g., date(s) of previous inspections, findings of previous inspections), the projected mail volume for one or more delivery times per day (e.g., a morning delivery and an afternoon or evening delivery), whether mail is delivered to that route on particular days (e.g., weekends, Saturdays, Sundays, holidays), the fixed office time for the route, the managed service points for the route, the non-delivery points for the route (e.g., park points, relay points, collection boxes), and the carrier assigned to the route.

[0043] For each delivery unit, the DOIS database can include information, such as for example the carriers assigned to the delivery unit, the routes serviced by the delivery unit, and the supervisor of the delivery unit.

[0044] DOIS can also include information such as the projected or actual mail volume, optionally by route, for a particular day, week, month, or year. It is understood that the term mail may include, for example, letters, magazines, postcards, or parcels, and may be shipped by, for example, air or surface. Mail volume may be measured by individual pieces or in linear measurements. For instance, mail volume data may be collected by scanning individual pieces of mail and maintaining a count of the pieces. Alternately, stacked mail may be measured using a ruler or yardstick. With DOIS, a user may view the mail volume by category such as, for example, first class letter mail, first class flat mail, parcels, etc. and may view running totals.

[0045] DOIS can also provide advance notice of the amount of mail a sorting facility will be sending to a delivery

unit. This advance notice would allow the delivery unit to plan ahead for incoming mail volume. In situations where mail is received by individual offices such as for example post offices or courier offices, from a central sorting facility, a user may record the amount of mail that comes in for each delivery from the sorting facility, and the time of the delivery so as to track inflow of mail. In one embodiment, a user may modify a mail volume value from a projected mail volume value to a measured mail volume value after mail is received from a central sorting facility. The system 100, in one embodiment, can allow a user to capture mail volumes manually or by uploading data stored in a DCD 150. For example, a carrier may use a DCD 150 to enter the mail volume by route as he or she counts the amount of mail to be delivered for that route for that day.

[0046] DOIS can further provide a list of route vacancies, which occur when a route is not covered by an individual carrier, including planned vacancies and vacancies that occur on a particular day as a result of a call-in (i.e., a carrier announces an unscheduled absence). A DOIS user may create a vacancy by documenting a carrier's leave request, and may record whether the leave is, for example, sick leave or annual leave, and whether a full or partial day of leave is requested. For a partial day, the user may further record the number of hours of leave taken. The user may also identify a date range for a carrier's multi-day leave. In one embodiment, the system may print an appropriate leave form automatically upon saving vacancy information.

[0047] While in DOIS, a user may change the information retrieved from one delivery unit to another, or one delivery facility to another, without logging out of the system. DOIS can also serve as a message broadcasting system. For instance, a national manager may be able to place a message onto the system so that users will receive a notification on the screen after logging into the system. In one embodiment, DOIS can provide online forms for work-related accidents, or include applications for mail holding and parcel redelivery.

[0048] DOIS can provide a method for managing delivery of articles by developing a first database that identifies routes for delivery of articles, developing a second database that identifies the volume of articles to be delivered along each route, developing a third database that identifies the total estimated work time for completing any identified routes, developing a fourth database that identifies carriers assigned and assignable to all or portions of the routes, and the availability of the carriers, and providing display screens selectively showing the data from the first, second, third, and fourth databases to permit assignment of the carrier to the routes.

[0049] Also provided is a system for managing delivery of articles comprising a first database that identifies routes for delivery of articles, a second database that identifies the volume of articles to be delivered along each route, a third database that identifies the total estimated work time for completing any identified routes and a fourth database that identifies carriers assigned and assignable to all or portions of the routes, and the availability of the carriers. The system also includes a display screen for selectively showing data from the first, second, third, and fourth databases to permit assignment of the carrier to the routes.

[0050] As described, DOIS can provide a user with the ability to view multiple display screens or windows at the

same time, so that a user can analyze data from different information databases to formulate a business decision. For example, as shown in FIG. 147, a user can view a Workload Status window alongside a Capture Mail Volume—AM Window to determine which carriers do not have a full day's worth of work based on the mail volume for that route to which the carrier is assigned. The user can also view the availability of the carrier, and from this information assign carriers to routes, or portions of routes, balancing the assignments in order to meet the mail volume demand and satisfy the work capacity of the carriers. For instance, a user can assign a route or segment of a route to a carrier who is in proximity to that route or segment, in order to help balance out the workload.

[0051] Particular features of the office management 200 and street management 300 functions of DOIS are discussed in greater detail below.

Daily Workload Management System

[0052] As shown in FIG. 2, the delivery operations information system 100 of the present invention can include two main functional components: an office management module 200 and a street management module 400. Within the office management module 200, a daily workload management system 300 can be provided. As depicted in FIG. 3, the daily workload management system 300 can provide a mechanism for coordinating mail volume 302 with a carrier work force 308. In general, the mail volume 302 can comprise data for projected mail volume 304 as well as actual mail volume 306. Factors such as, for example, a carrier's expected work schedule 310, expected and unexpected absences 312, and number of carriers requesting overtime 314 may be included in assessing the available carrier work force 308.

[0053] In an exemplary embodiment, the daily workload management system 300 can allow a user to view, enter, or modify one or more carriers, delivery units, routes, and absences for a particular date. A user may also view, enter, or modify the projected or actual mail volume for a particular date. This date may be the current date, the previous day, the following day or, for example, any day of the following week, month, or year.

[0054] With the daily workload management system 300, a user may also adjust a carrier's start or end time in the event of, for example, a supervisor's service or safety talk with the carrier. For example, if a supervisor spends twenty minutes giving a talk, the carrier's route time may be adjusted by twenty minutes. In one embodiment, a user may adjust a carrier's route time in the event of a deviation from a planned route due to, for example, construction along that route. A user may also adjust a carrier's schedule if that carrier starts earlier or later than planned. In one embodiment, a user may input time added to a carrier's original route when the carrier is providing assistance to another route. Thus, a user may change a carrier's begin time for a given day, as well as a carrier's regular scheduled start time.

[0055] The daily workload management system 300 may also allow a user to view, enter, or modify the projected or actual mail volume for a particular route. The mail volume for a particular route may be projected based on historical data (e.g., mail volumes recorded the previous day, week, month, or year, or, for example, an average of the mail volume recorded for that day in, for example, the previous years).

[0056] A user may also use the daily workload management system 300 to compare actual mail volume to projected mail volume, or mail volume from a previous historical period such as the same period last year (SPLY). The SPLY function of the daily workload management system 300 can permit the user to assess the effect of anomalies, such as those due to weather conditions (e.g., a heavy snowstorm) or unusual traffic congestion, and to plan the workload for the future. In one aspect of the system 300, a user may "roll in" undelivered mail from an earlier period, such as for example the previous day or earlier in the same day. In another aspect of the system 300, a user may record a special event, such as for example a heavy snow storm, so that other users viewing data for that day at a later time will be alerted to the special event.

[0057] The system 300 can also provide a list of route vacancies, which occur when a route is not covered by an individual carrier, including planned vacancies and vacancies that occur on a particular day as a result of a call-in. A user may use the daily workload management system 300 to manage workload by, for example, creating a vacancy by documenting a carrier's leave request. A user may also choose a carrier's name, for example, using a drop-down list, and then create a vacancy type such as sick leave or annual leave. In some embodiments a user may indicate whether the carrier is taking a full or partial day of leave and, for a partial day, may further record the number of hours of leave taken. A user may also identify a date range for a carrier's multi-day leave. In some embodiments, the system 300 may print an appropriate leave form automatically upon saving vacancy information.

[0058] A user may then use the daily workload management system 300 to assign assistance from scheduled and unscheduled carriers. For example, a user may specify the duration of the assistance, as well as whether the assistance will apply to an entire route or only to a portion of the route. A user may request assistance from an unscheduled carrier if such assistance is needed, for example, to cover a full route. A user can also view the total overtime and under time for the total of the delivery unit's routes, and can reassign workload so that the total overtime and total under time equal, or approach, zero.

[0059] In one embodiment, a user may view a summary of a particular carrier's assignment for the day, including the route the carrier is assigned to, and the carrier's expected total work time for the daily assignment. The daily workload management system 300 may also allow a user to generate a report of a carrier's performance, including, for example, work hours over a period of time, and any difference from the hours expected.

[0060] With the daily workload management system 300, a user may also generate a workload status report which may provide information for one, some, or all of the routes and assignments made for a given day. The report may include the identity of the route, the name of the carrier, the status of the carrier, the type of carrier, the demonstrated performance of the carrier, the volume the carrier has for the day, projections based on the carrier's workload, the carrier's leave time, projections of the carrier's return time, and projections of the carrier's total time for the day. The report may also identify deviations from expected data, and may provide a comparison to historical values.

[0061] The daily workload management system 300 also can allow a user to view and/or edit details of regular and city routes, including, for example, the base route information, including office time, street time, how many deliveries the carrier has, the carrier's begin time, leave time, and return time. These routes may be, for example, combination routes, collection routes, and relay routes. The user may also divide a route up into smaller segments (e.g., by time or distance) that can be given to other carriers for delivery. The user may view or modify delivery instructions, or a form specifying delivery instructions, as described above.

[0062] A user may also produce a report displaying the carrier's revised route with the daily workload management system 300. Such a report may be printed either by carrier or by route for a given date. It is understood that the report may be printed with or without route times.

[0063] With the daily workload management system 300 of the present invention, a user may elect to "pivot" a route by reassigning a portion of that route. In some embodiments, the system 300 can allow the user to pivot by section (a given street or portion thereof on the route) or duration (the time to deliver the section). The system may also allow the user to pivot the route by business deliveries or residential deliveries.

[0064] In some embodiments, the user may choose a pivot option, for example, by section, and then select a number of sections (e.g., one, two, ten, or twenty sections). Alternatively the user may pivot by duration (e.g., one-hour, two-hour, or three-hour increments). In one embodiment, the system 300 may break down the route being pivoted into every delivery, and the mode and method of delivery for all the streets can be broken down into individual sections or logical groups. The system 300 can give the user start and end times, and determine how long it takes to deliver each logical group, the type of delivery (e.g., business or residential), and the delivery method (e.g., mounted or park and loop).

[0065] The user may also be able to fill out reports and/or forms with the daily workload management system 300. In one embodiment, a report and/or form may be generated which lists key information about a given route including, for example, the carrier assigned, the replacement carrier, relay points, the number of deliveries on each relay point, park points, where the carrier goes to lunch, and how the carrier travels back and forth to lunch. In another embodiment, a report and/or form may be generated which lists a revised carrier or revised route assignment which may, for example, ensure recipients will get their mail or deliveries at the same approximate time each day.

[0066] In one embodiment, a method is provided for daily management of the delivery of articles over routes. The method comprises developing a first database that identifies routes for delivery of articles, developing a second database that identifies the volume of articles to be delivered along each route, and developing a third database that identifies a set of carriers and the carriers' availability and workload capacity, wherein workload capacity comprises a total number of available work hours for that carrier. Next, an estimated work time is determined for completing the identified routes. Display screens are provided to selectively show the data from the first, second, and third databases. A user can then assign carriers to routes, while also determining a

variance between the estimated work time for completing the identified routes and the available work hours for the carrier or carriers assigned to each route. If needed, the user can adjust the assignment of carriers such that the variance for each of the route approaches zero.

[0067] A system can also be provided for daily management of the delivery of articles over routes. The system can include a first database that identifies routes for delivery of articles, a second database that identifies the volume of articles to be delivered along each route, and a third database that identifies a set of carriers and the carriers' availability and workload capacity, wherein workload capacity comprises a total number of available work hours for that carrier. The system can further include a component for determining an estimated work time for completing the identified routes, a display screen for selectively showing the data from the first, second, and third databases, a component for assigning carriers to routes, and a component for determining a variance between the estimated work time for completing the identified routes and the available work hours for the carrier or carriers assigned to each route, as well as component for adjusting the assignment of carriers such that the variance for each of the routes approaches zero.

[0068] In one exemplary method for using the present invention, a supervisor makes an assessment of the mail volume to be delivered on a particular day. The supervisor can then enter this information into the Capture Mail Volume—Manual feature of the system. Next, the supervisor can view the Workload Status window to view the list of carriers that don't have a full day's worth of work, based on mail volume. This status can be indicated by a numerical value, as shown in FIG. 147.

[0069] Determination of the estimated work hours for each carrier can be calculated by taking into account several factors. For example, after the mail volume for a particular route has been estimated, a numerical calculation is made to determine the estimated office time for that carrier assigned to that route for that day. The calculation can include rates for letters and rates for flats (i.e., non-letter sized flat pieces of mail such as for example magazines) per minute. For instance, a typical rate can be eighteen letters/minute and 8 flats/minute. These numbers, combined, reflect the sorting time that is allocated to that carrier. Bundle up time can also be included into this total. For instance, a typical bundle up rate of 70 pieces of mail/minute can be applied to the mail volume to determine that carrier's bundle up time. The combined sorting and bundle up time can then be multiplied by a percent to standard factor. This factor reflects a carrier's demonstrated ability, which has been calculated based on previous performance statistics. A normal carrier would have a 100% standard, while a faster carrier would have a lower percentage factor since he would likely be able to do the same amount of work but in less time. The system captures this efficiency and reflects this in the percent to standard factor for that carrier. Fixed office time, such as for collecting signatures from customers and signing for deliveries, as well as other miscellaneous time, can be factored into the carrier's estimated work hours as well.

[0070] The system is configured to know how much time it should take to complete any given route. The route time can be a fixed or standard time, based on inspection or by timing each activity. So, after determining a carrier's esti-

mated work hours, it is possible for a supervisor using DOIS to view the route assignments for the day and also see which carriers are over or under their expected work hours based on the estimated work hours calculated for that day. The supervisor can also view the availability of the carriers. Using DOIS, a supervisor can then make assignments so that the total estimated overtime and under time for the carriers approaches zero. That is, the supervisor can make route assignments to carriers so that no carrier is over his expected work hours and no carrier is under his expected work hours for that day.

[0071] After the supervisor has made the adjustments, he can advise the carrier of the changes and print out a Workload Status Report that notes what the new assigned routes will be for each carrier. This report would tell the carrier which routes they need to cover for that day.

Performance Reports System

[0072] The office management module 200 of DOIS can also include a performance reports system 320. As generally illustrated in FIG. 4, the system 320 can pull together data, such as for example mail volume from a mail volume tracking system 322 and time worked from a timekeeping system 324 to generate a number of reports. The performance reports system 320 can allow a user to, for example, view, generate, or modify individual carrier/route, group, and delivery unit performance reports 330, 332, 334, and to view and edit performance forms. For example, the user may view, generate, or modify, the performance report for a given period of time for a particular carrier, a particular route, a delivery unit, all carriers, regular carriers, substitute carriers, or part-time carriers.

[0073] A performance report may typically comprise a graphical representation, such as for example a bar graph or trend graph. The performance reports enable a supervisor or manager to determine how close actual performance is to budgeted or projected performance. The reports also enable a user to determine how close actual performance is to projected performance. Further, it is possible using the reports to compare what happened yesterday with what is happening today. With this information, a user may elect to change one or more aspects of the delivery process to meet or exceed the desired expectations.

[0074] The individual and delivery unit performance reports may, for example, reflect performance of an individual carrier or group of carriers over the course of a day, week, month, or year. As used herein, a week may denote a "service week," which runs from Saturday through Friday, or may be defined with the system 320 to include any consecutive set of days. A "month" may denote a calendar month. If the calendar year chosen is not yet complete, the system 320 can provide all of the collected data up to that point in time.

[0075] The performance reports system 320 can provide performance reports, including late-leaving/late-returning reports that can be used in conjunction with the time keeping system to determine whether a carrier left on time and returned on time as projected. The system 320 may also generate an absence analysis that identifies a carrier's leave taken by, for example, a pay period for a given year. The user may also print a dispatch feedback report or a statistics worksheet for a given week.

[0076] With the system 320 provided, a user can generate a report such as a route/carrier daily performance report which compares a supervisor's projections from the previous day to the carriers' actual clock rings to determine and display any variance between the two. What is meant by a clock ring is a registration event on a time clock of a start or end point. For example, the carrier may have four clock rings per days, such as, e.g.: (1) when he begins work; (2) when he leaves the office to begin his route; (3) when he returns from his route to the office; and (4) when he leaves the office for the day. However, any known method can be used to calculate and record each carrier's total time worked.

[0077] Another type of report that can be generated using the performance reports system 320 is a unit daily performance report and unit weekly performance graph consolidate the unit's performance on a daily and weekly basis, respectively, based on a number of performance factors, such as individual carrier performance and the amount of mail that was delivered. The dispatch feedback report lists the amount of mail volume (in terms of percent of the delivery unit's total mail volume for a day) coming in from its sorting facility. Tracking the percent of the daily mail volume arriving in each delivery unit from the sorting facility allows a supervisor to improve the delivery unit's mail flow.

[0078] In one embodiment, a method is provided for managing delivery of articles comprising developing a first database that identifies an actual amount of delivery resources used by a client for a predetermined period, developing a second database that identifies a budgeted, scheduled or projected amount of delivery resources to be used for the period, providing display screens selectively showing the data from the first and second databases, comparing the actual amount of delivery resources used versus the budgeted, schedule or projected amount of delivery resources to be used for the period, and generating a report based on the comparison between the actual amount of delivery resources used versus the budgeted, schedule or projected amount of delivery resources to be used for the period.

[0079] A system for managing delivery of articles can also be provided. The system can include a first database that identifies an actual amount of delivery resources used by a client for a predetermined period, a second database that identifies a budgeted, scheduled or projected amount of delivery resources to be used for the period, a display screen for showing selective data from the first and second databases, a component for comparing the actual amount of delivery resources used versus the budgeted, schedule or projected amount of delivery resources to be used for the period, and a component for generating a report based on the comparison between the actual amount of delivery resources used versus the budgeted, schedule or projected amount of delivery resources to be used for the period.

Planning and Scheduling System

[0080] Another component of the office management module 200 of DOIS is a planning and scheduling system 340. As generally depicted in FIG. 5, the planning and scheduling system 340 of the present invention can permit a user to manage scheduling of, for example, a workload 342, an overtime desired list (ODTL) 344, and an annual budget 346, on a weekly basis. In one embodiment, a user may

override overtime calculations that were not performed, or performed incorrectly, by the planning and scheduling system. The planning and scheduling system 340 allows users to schedule carriers' work schedules for the next following week, while taking into consideration budget factors and managing overtime rules.

[0081] With the planning and scheduling system 340 of DOIS, a user may view projected workload 342 based on volume from another historical period, such as the previous year, and may assess the effect of a particular event, such as a heavy snowstorm, during that period. A user may also view, generate, edit, or print a weekly schedule report for the current week or another week such as for example the following week. This weekly schedule may account for projected mail volume during the selected week. The weekly schedule report can include the names of regular carriers and the routes to which they are assigned. The weekly schedule report may also include the day-to-day schedule of a particular carrier. Additional information about carriers and/or routes may also be present in the weekly schedule report.

[0082] The planning and scheduling system 340 may also allow a user to view or modify assignment details for a given route number, such as the particular section that is assigned to a carrier, and whether it is an office or street section. If a carrier assigned to a particular route is absent, or on leave, the user can assign another carrier to the route for the duration of the first carrier's absence. In one embodiment, a user may select a route and assign a carrier to that route. A user may also assign overtime hours to a carrier, which may be scheduled before or after a carrier's regular shift. A user of the system 340 may modify a carrier's assignments for a particular week. For example, a user may reassign a carrier to a route that the carrier has requested or may remove a carrier from a route. The planning and scheduling system may, in one embodiment, warn a user that the system has detected overlapping or conflicting assignments.

[0083] The planning and scheduling system 340 may also warn the user that a particular assignment will place an employee into "penalty overtime." Penalty overtime, in one embodiment, may be defined as total working time of more than ten hours a day, or more than four days of overtime in a week. A user, in one embodiment, may authorize or reject an assignment, following the system's warning.

[0084] The system 340 can provide a method of managing an overtime desired list (OTDL) 344. A user may generate a new OTDL or modify an existing one. For example, a user may add a carrier to or remove a carrier from the OTDL. If a carrier was removed from the overtime desired list, the system 340 can be configured to display the date of removal. A user may also use the system 340 to generate a new OTDL for a different time period, such as for example a new quarter, but may also roll in an overtime list from the previous quarter in order to avoid re-entering the entire list.

[0085] The system 340 may allow a user to display a list of each carrier that desires overtime and to track overtime hours and opportunities for overtime hours by each employee on the overtime desired list. A user may view each carrier's overtime status, including the amount of overtime that that carrier is willing to work. A user may also identify employees who have refused overtime on a given day, and the reasons for their refusal. A user may select a period of time (such as for example a year quarter) and display

information for all carriers desiring overtime for that period. A user may also track overtime by carrier by quarter.

[0086] In some embodiments, the planning and scheduling system 340 can provide a warning when a route exceeds a predetermined threshold amount and/or occurrence of overtime. This warning would indicate to a supervisor that he should investigate whether the route requires permanent assistance or should be divided. In one embodiment, a user, such as for example a national supervisor, may change the threshold and accordingly, adjust the route.

[0087] The system 340 may also allow a user to manage an annual budget 346. A user with the appropriate authorization may also view, edit, modify, or record a delivery unit's budget by week. A user may also, for example, display a weekly summary by month or a daily summary by week. The planning and scheduling system 340 can also allow the user to allocate a weekly budget or display budget details. A user may also break down the budget by day, month, or fiscal year, to plan for work hours and mail volume. Budget can be represented in terms of total work hours provided to a particular unit, for that given period of time. The budgeted hours represent a restriction or maximum threshold on the total work hours that can be allocated for any given unit for that work period. Accordingly, a supervisor can use DOIS to allocate resources so that demand is met while also keeping within the budgeted work hours restriction. Further, the system 340 can allow the user to compare the budgeted hours against the carrier's actual hours, and the budgeted hours against the scheduled hours. The actual hours worked can also be compared with the projected hours to have worked.

[0088] In one embodiment, a method is provided for managing delivery of articles to locations along routes over a plurality of days. The method can comprise the steps of developing a first database that identifies routes for delivery of the articles, developing a second database that identifies regularly scheduled carriers, assigning carriers to the routes in response to the data from the first and second databases, providing display screens selectively showing the carriers assigned to the routes and showing the number of hours projected for those carriers to complete those routes over the plurality of days, developing a third database that identifies the assignments and projected hours, developing a fourth database that identifies budgeted work hours for the carriers, and providing display screens selectively showing data from the third and fourth databases in a form that permits comparison of the hours projected and hours budgeted for the delivery of the articles along the routes over the plurality of days.

[0089] Also provided is a system for managing delivery of articles to locations along routes over a plurality of days. The system can comprise a first database that identifies routes for delivery of the articles, a second database that identifies regularly scheduled carriers, a component for assigning carriers to the routes in response to the data from the first and second databases, a component for selectively showing on a display screen the carriers assigned to the routes and showing the number of hours projected for those carriers to complete those routes over the plurality of days, a third database that identifies the assignments and projected hours, a fourth database that identifies budgeted work hours for the carriers, and a display screen for selectively showing data

from the third and fourth databases in a form that permits comparison of the hours projected and hours budgeted for the delivery of the articles along the routes over the plurality of days.

Route and Unit Maintenance System

[0090] The office management module **200** of DOIS can also include a route and unit maintenance system **360**. As generally depicted in **FIG. 6**, the route and unit maintenance system **360** can provide several functions, such as for example it can allow a user to manage route maintenance **362**, implement a pivot plan **364**, implement an operating plan **366**, and manage unit maintenance **368**. In addition, the system **360** can generate reports and forms, including information relating to route base information maintenance, pivot plan maintenance, non-delivery point maintenance, data capture and transfer, and mail volume.

[0091] In an exemplary embodiment, the system **360** can manage route maintenance **362** and can list all of the routes stored on the mainframe. A user can select certain of those routes to be downloaded to the workstation. With the route and unit maintenance system **360**, a user may view information for a particular route, including the type of route (e.g., residential, business, mixed), the type of delivery (e.g., foot, dismount, curb line motorized, park and loop, etc.), whether the route is a full route or auxiliary, and whether or not the route has Saturday delivery. The user may also view the route's begin time, leave time, return time, and end time on a daily basis, and the route's last inspection date and statistics, and fixed office time (the amount of fixed office time that has been established for the route, which is not driven by workload). The user may further view morning and evening mail volume information, percent-to-standard, and carrier information such as the regular carrier assigned to the route, the carrier's hire date, the date the carrier was assigned to the route, and the replacement carrier, if any. A user may also see if a route is pending special inspection, or may view or enter inspection information.

[0092] A user of the route and unit maintenance system **360** may also view and adjust information related to a route, for example, travel times and begin times. A user may modify the step-by-step travel pattern a carrier follows to deliver a route. A user may further remove a route from a delivery unit. This might be done, for example, when a new ZIP code™ is created and routes are therefore moved to a new unit. A user may assign or edit one or more of the following fields: route number, its ZIP code™, type (e.g., collection route, relay route, or combination route), base hours, daily begin tour time and Saturday begin tour time. A user may set the time when a carrier is predicted to drop mail in the first delivery box of a route.

[0093] The route and unit maintenance system **360** can also allow a user to create a pivot plan **364** and logical groups, or assign route break locations. That is, the route can be broken up into a series of logical segments. The system **360** takes the step-by-step travel pattern a carrier follows to deliver a route and combines that information with an interfacing Address Management System (AMS) database to identify the address of every delivery on a particular route, and then splits those deliveries into logical groups. Once the user creates logical groups of addresses, the system **360** can assign an amount of time for delivery, a travel pattern, a delivery method, possible points for mail delivery (e.g.,

number of houses), the carrier's expected enter time and exit time for a particular logical group, and his first delivery. A block with no breaks can be considered a sector segment. Sector segments are already set up in the AMS database and are linked together by the user to create a logical group.

[0094] A user of the system **360** may identify all of the routes in close proximity to the route being pivoted, so that the user can reassign a section to another carrier having a proximate route, and therefore lessen the time it takes to assist the carrier with the route section. A user may also view, create, or modify non-delivery points, such as for example park points (where a carrier parks and makes a loop on foot), relay points (where the carrier returns to the vehicle between multiple loops), and collection boxes (where carriers pick up mail to be processed).

[0095] The route and unit maintenance system **360** can also allow a user to integrate an operating plan **366** to coordinate mail sent between a post office and a sorting facility. The system **360** can update information regarding when deliveries will arrive from the sorting facility and how much mail will be in each delivery. A user may view a list of dispatches (deliveries from the sorting facility, as discussed above), their arrival time, and the percentage of the day's mail that is expected from the plant. A user may manually enter or edit mail volume information. The mail volume can be broken down by route and day, and can be identified by morning or evening volume. The system can break down mail volume by type of mail. A user may print a one-day office mail count for an individual carrier. A user may measure the impact the automated DPS sorter has on the total number of letters the carrier has to sort, so that the saved time can be subtracted from a carrier's allowed sorting time. A user may view, for example, by ZIP code™ or by route, the impact of having DPS sorted mail.

[0096] A user may designate a threshold for one or more types of mail. If the mail volume of a type of mail exceeds the entered threshold (which is entered as a percentage), the system highlights the mail volume field to alert the user of a possible mistake. The highlighting may include turning the field yellow, bolding it, flashing it, or another method to draw the user's attention.

[0097] A user of the system **360** may also manage unit maintenance **368**, as represented in **FIG. 6**. For example, a user can view route information relevant to a particular delivery unit (e.g., a route inspection, a minor adjustment, etc.) over a period of time, type of route, start date, end date, route status, and date implemented. A user may view a list all carriers, their type, and their assignment. Carriers can be added, edited, or deleted using the system **360**. For example, a substitute carrier may be added. When a user adds a carrier, he or she may enter information for that individual carrier into the system **360**.

[0098] Further, a user of the route and unit maintenance system **360** of the present invention may designate a threshold of overtime and under time he or she wants to be alerted to. For example, if a user selects to view thirty minutes, only routes that have 30 minutes or more of overtime or under time will be displayed. A user may also view or enter vehicle odometer readings at various points in a carrier's workday, for example, upon reporting to the office, leaving the office, making a first delivery, etc. during an inspection period. The system may also display a carrier's volume of mail for a given date and route number during an inspection period.

[0099] In one embodiment, a method is provided for managing delivery of articles. The method comprises the steps of developing a database that identifies routes for delivery of articles, including characteristics of the routes, providing a display screen selectively showing the routes for delivery and the characteristics, using the display screen to modify the characteristics of a delivery route, and saving the modification to the database.

[0100] A system for managing delivery of articles can also be provided. The system can include a database that identifies routes for delivery of articles, including characteristics of the routes, a display screen for selectively showing the routes for delivery and the characteristics, a component for modifying the characteristics of a delivery route, and a component for saving the modification to the database.

[0101] Thus, the route and unit maintenance system allows a user to make permanent prospective adjustments to the assignment of routes to carriers, and to the manner in which a carrier travels to and from a route. In one example, the user can break up a route into a series of logical segments, then assign segments of the routes to carriers so that each carrier has approximately eight hours of work. This feature allows the user to level off the workload. It is contemplated that this system 360 can be implemented on an as-need basis to provide a permanent change to the route assignment.

Managed Service Points and Street Management System

[0102] Another feature of the office management module 200 of DOIS is the managed service points and street management system 380, which can allow a supervisor to track a carrier's progress through the use of barcodes placed at various points along a routes (e.g., in mailboxes or collection boxes). As depicted in FIG. 7, carriers can carry a mobile data collection device (DCD) 382 or other handheld interfacing device for collecting information. The use of mobile technology can allow the tracking of mail in the field through signature and delivery confirmations. In addition, when a carrier reaches a managed service point (MSP), he or she can scan an MSP barcode label 384 with a mobile handheld interfacing device, and the system 380 can record the time the carrier was at that location. Once back at the postal facility 386, the mobile data collection device 382 can be docked, and the information may be viewed and analyzed by a supervisor, who can then determine how long it takes a carrier to reach different delivery points, and can quickly rectify inefficiencies. Further, the system 380 enables a user to maintain consistency in terms of the delivery time for a particular location on a route, by monitoring the window of time in which a carrier reaches an MSP location over a given period of time.

[0103] In one embodiment, MSP barcode labels 384 are secure. For example, it is contemplated that all MSP barcode labels 384 must be generated by an authorized user or facility of the system 380. Further, a new MSP label 384 may only be requested by an authorized user, such as for example a supervisor. In another embodiment, a new MSP label 384 may only be approved by an authorized user, such as for example a system administrator.

[0104] The managed service points and street management system 380 of the present invention may also share data with other applications, such as for example the mail

volume collected by a supervisor, the time and attendance recorded with Time and Attendance Collection System (TACS), the Address Management System (AMS), and scanned data from mail carriers.

[0105] In one embodiment, a method is provided for managing delivery of articles. The method comprises the steps of providing a set of scannable barcode labels corresponding to unique addressable locations on a delivery route, providing a database of recorded time entries, each entry corresponding to a scanning event of a barcode label, and tracking a movement of a carrier by analyzing a series of recorded time entries for the delivery route.

[0106] A system for managing delivery of articles can also be provided. The system can comprise a set of scannable barcode labels corresponding to unique addressable locations on a delivery route, a database of recorded time entries, each entry corresponding to a scanning event of a barcode label, and a component for tracking a movement of a carrier by analyzing a series of recorded time entries for the delivery route.

Route Adjustment System

[0107] As depicted in FIG. 2, DOIS can also include a second module for street management 400, which can include a route adjustment system 500. In one embodiment of the present invention, the route adjustment system 500 provides for route inspections and adjustments as depicted in FIG. 8. The route adjustment system 500 can allow a user to view, edit, or record examiner observations and comments 512 after a physical inspection of the route 510. A user may also view a route inspection summary in week or day view by date using the route adjustment system 500. The route adjustment system 500 of the present invention allows the user to redefine the route itself, allowing permanent changes to the physical parameters which define the route. This can be performed after an inspection has been made, or after a minor adjustment has been made and approval is given to make the adjustment permanent.

[0108] A user may also use the route inspections and adjustments system 500 to perform a route adjustment 514. With this route adjustment system 500, a user may create a new route 516. The new route can be automatically provided with a new route number via the address management system (AMS). The user can also make adjustments to the new route with the route adjustment system 500, as shown in FIG. 8.

[0109] A user may use route inspection data for a given route to create adjustment scenarios for that route in order to determine the most efficient route. A user may want to evaluate an alternate scenario, for example, in the event of new construction along a route. To create a new scenario (e.g., by moving a particular street from one route to another route), the user can enter a ZIP code™ and each route within that ZIP code™ can be displayed along with its office time, street time, allied time (i.e., time when the carrier is on the street but not delivering mail, for example, refilling mail between loops), possible deliveries, and other factors. The user can evaluate and adjust office, street, and allied time, and can assign a given amount of time to a route. Street information can be displayed, for example, by block range.

[0110] A route adjustment may be formal, special, or minor. A special route adjustment request can one made by

a carrier. A supervisor need not accompany the carrier on the route, but may instead use predetermined calculation to make the adjustment using the volume of mail and the historical time data for that route. In one embodiment, for a formal or special adjustment, the user manually enters the adjustment. In another embodiment, if the user identifies a minor adjustment, no data need be entered because there is no normal inspection process associated with a minor adjustment.

[0111] A user of the route adjustment system 500 can enter, edit, or view adjustment details from multiple delivery facilities including, for example, the route, carrier, adjustment type, duration, and whether the adjustments are implemented or pending. A user may also enter comments for an adjustment. A user may analyze data such as DPS volume impact, and edit office time, select and edit street time, and add or remove delivery points. A user may manually enter or edit mail volume information, or modify the step-by-step travel pattern a carrier follows to deliver a route. A user may adjust details relating to a route by identifying the route and the carrier, along with the adjustment type, duration, and status (implemented or pending). A user may also enter or modify comments related to an adjustment.

[0112] The system 500 may also allow a user to view a listing of adjustments that have been implemented or are currently pending, for example, by ZIP code™. A user may also input a delivery unit and display a summary of adjustments made for the entire unit. Further, a user may add or remove delivery points from a route. The system 500 can be configured to automatically calculate and display changes to office time and street time based on the addition or removal of the delivery point. The user may also add, edit, or remove non-delivery points, non-delivery point attributes, and non-delivery point sector segment association.

[0113] A user of the route adjustment system 500 may also add, edit, or remove non-delivery point attributes, and non-delivery point sector segment association. Non-delivery point attributes include the non-delivery point type (e.g., collection point, relay box, park and loop point), time the carrier arrives at the non-delivery point (daily, on Saturday, and on holidays), possible deliveries (per relay, loop, swing), location ID (for collection boxes having ID numbers), street corner, street number, a pre-directory designation (e.g., “north” for North Elm Street), street name, suffix, etc. The non-delivery points sector segment association breaks down the sector segments and displays them.

[0114] A user may also insert an allied time or sector segment. This can allow the user to make a change to a route such as adding a collection box. This can also allow the user to identify delivery zone changes (moving a route among delivery zones). A user may adjust allied times (e.g., relay time, travel to time, vehicle load time, and vehicle unload time). Relay time is understood to be the time it takes a carrier to prepare for a relay at his vehicle. Travel to time is understood to be the time it takes the carrier to travel to and from lunch, to and from the route, etc. Vehicle load time understood to be is the time it takes the carrier to put his mail in his vehicle. Vehicle unload time is understood to be the time it takes the carrier to unload his vehicle.

[0115] With the route adjustment system 500, a user can enter or edit information relating to new construction, such as when the construction began, when it is expected to end,

location information, the anticipated number of deliveries to the new construction. The system 500 can be configured to designate a factor created from the route inspection adjustment and calculate the time the new construction will add to a route.

[0116] Further, a user may generate and display a random time card analysis data, and print an appropriate report. The system 500 can randomly select a carrier and display the week number for the specific accounting period and the week date. The system 500 can also display any “abnormal conditions” that would suggest a user select a previous or later week to avoid any SPLY impact that may distort the data for that week. The system 500 in one embodiment can perform an automatic week adjustment such that, if the regular carrier was not working his route on the chosen week, the system 500 can skip to the next week. A user may also check for any abnormalities during the chosen weeks. A user may also see when a carrier is given auxiliary assistance to deliver mail.

[0117] A user can, in one embodiment, print reports from this system 500. The reports can relate to, for example, route performance, route inspection, unit recap, non-delivery point changes, calendars of events that must take place in order to meet contractual requirements, adjustment analysis, mail counts, and inspection summaries.

[0118] A user may generate a weekly schedule for a delivery unit by entering a service week start date into the system 500. The user can select a route number and can then also select a replacement carrier. If no replacement carrier is selected, the system 500 can default to the regular carrier.

[0119] The route adjustment system 500 can also allow a user to add a new delivery unit, and related information such as for example the new delivery unit's area ID, district ID, facility ID, group ID, and assigned finance number. This information can be used to link delivery units to other units and facilities within their district. In one embodiment, data can be gathered for creating a new delivery unit by pulling in data from the AMS database and other interfacing databases that have relevant information about routes, etc.

[0120] In one embodiment, a method is provided for managing delivery of articles. The method comprises the steps of developing a database that identifies routes for delivery of articles, wherein each route comprises locations for article delivery, providing a display screen selectively showing the routes for delivery, using the display screen to modify the locations for article delivery, and saving the modification to the database.

[0121] A system for managing delivery of articles can also be provided. The system can include a database that identifies routes for delivery of articles, wherein each route comprises locations for article delivery, a display screen for selectively showing the routes for delivery, a component for modifying the locations for article delivery, and a component for saving the modification to the database.

[0122] Although the system of the present invention has been described for use with mail or package delivery service providers, it is understood that the system can easily be implemented by any type of delivery service provider. For example, the system can be utilized by any delivery service provider that would benefit from a high-tech matchmaking

application that pairs up deliveries to be made with the carriers available to perform the deliveries, such as the food delivery industry.

[0123] To use the delivery operations information system 100 of the present invention, a user may be required to enter a user identification and a password on a login screen. If the user identification is recognized and the password accepted, the user may enter the DOIS program and be given access to the mainframe. Preferably, each user has a unique identification and a password, so that the system can track who is doing what within the system. The login screen can allow the user to change his password if desired.

[0124] In one embodiment of the present invention, once the user has logged onto the mainframe, he sees a screen confirming that the application is loading. The user may then see a screen indicating that the system is secure and unauthorized use is prohibited.

[0125] FIG. 9 illustrates an embodiment of the Workload Status window of the present invention. In an exemplary embodiment, a user will only be given access to information in the system that concerns the delivery unit(s) that he supervises. Within the Workload Status window is a "Routes" tab for individual routes. This tab lists all of the routes for the user's delivery unit(s), the carrier assigned to each route, and whether the route is over or under eight hours on a given day, based on the systems calculated workload. In the center of FIG. 9 are fields that tell the supervisor the total overtime and under time for the total of the delivery unit's routes, so that the supervisor can try to reassign workload to get those two numbers to zero. In the bottom portion of the Routes tab are listed any route vacancies. Vacancies are when a route is not covered by an individual carrier. This can be used to plan vacancies or to inform the supervisor of vacancies that occur on a particular day as a result of a call-in.

[0126] FIG. 10 illustrates a "Change Percent to Standard" window. Within any of the DOIS windows, a right click with the mouse will give the user certain abilities that are not explicitly listed in the window. Preferably, Workload Status is a window that the user can right click to get the Change Percent to Standard window, which sets forth a carrier's ability to handle a given workload. Once the user selects the route in the Change Percent to Standard window, he can click on the display button and the system will identify the regular carrier's percent to standard as established through a count and inspection. If a replacement carrier is handling a route, the user can change the percentage to standard using the up and down spinner box to determine the replacement's ability to handle that route's workload. Once the user makes a selection in the Change Percent to Standard window, he can press "save" to process any changes made or press "cancel" to leave the window without saving any changes.

[0127] FIG. 11 illustrates a Carrier Information List that allows the user to assign assistance from scheduled and unscheduled carriers. This window includes fields for the duration of the assistance, whether it be covering the whole route or just a portion of the route. It also has a button on the right side that the user can view the unscheduled carriers and call them in if he needs them, for example, to cover a full route. If the user needs to cover a portion of a route or split a route up in some way, the carriers' names that are assigned on that date will show up in the carrier information list,

along with what type of employee they are—whether they are regular, part-time flexible, or an unassigned regular carrier. The list also tells the user the number of days a carrier has physically worked on the route, the last day the carrier worked the route, the days they worked on the route in the office, and the last day they worked the route on the street. Preferably, the Carrier Information List also sets forth the carrier's overtime preference. There may additionally be a Record Overtime Exception button that can record a carrier's reasons for refusing to accept overtime.

[0128] FIG. 12 illustrates a Supervisor Work Bench screen of an embodiment of the present invention, having a series of tabs across the top to separate each individual section. The sections may include, for example: Daily Workload Management; Performance Reports; Planning and Scheduling; and Route and Unit Maintenance. The Daily Workload Management tab is chosen and displayed in FIG. 8. As illustrated, this tab is divided into subsections covering every system function that the user needs to manage workload. Workload management involves the function of volume recording which is covered in the Mail Volumes and Work Hours section. This section allows the user to capture mail volumes manually by pressing a designated button. Pressing the button produces another window that shows or allows the supervisor to input volumes. The user may also capture mail volumes using a mobile data collection device ("DCD"). The DCD is an automated way of recording mail volume. As the supervisor counts the mail volume, he uses the DCD to enter the mail volume by route after which the DCD is uploaded into the system.

[0129] The next button in this section is a Same Period Last Year ("SPLY") impact entry function that records anomalies occurring on a given day, such as a major snowstorm. SPLY information is used for future planning.

[0130] The next section in the Daily Workload Management tab is Reports and Forms. The first form, "1564A Delivery Instructions," identifies key information about a given route including, for example, the carrier assigned, the replacement carrier, relay points, the number of deliveries on each relay point, park points, where the carrier goes to lunch, and how the carrier travels back and forth to lunch. The next form is the Revised Carrier/Route Assignment that ensures customers will get their mail at the same approximate time each day. The next button is for the Workload Status Report, which is an expansion of the workload status window. Preferably, it gives all the basic information for every route and every assignment that's made for a given day. The report can have several sections, including the carrier, the route, the status of the carrier, the type of carrier, the demonstrated performance of the carrier, the volume the carrier has for the day, projections based on the carrier's workload, the carrier's leave time, projections of the carrier's return time, and projections of the carrier's total time for the day. The last button is for the Workhour Discrepancy Report, which identifies deviations from expected work.

[0131] The next section of the illustrated embodiment of the Daily Workload Management tab is the Workload Management section. "Create Vacancy" is the first button and includes documentation for carrier leave requests. "Regular/City Route Details" includes information that identifies everything about a route, for example, the base route information, including office time, street time, how many deliv-

eries the carrier has, the carrier's begin time, leave time, and return time. "Miscellaneous Route Details" includes basic information for such routes as combination routes, collection routes, and relay routes. The "Street Pivoting" button assists the user in breaking a route up into small segments (e.g., by hour) that can be given to other carriers for delivery. The "Daily Assignments" button provides the user with a quick snapshot of each carrier's assignment that day and the expected total work time.

[0132] This section may also include a "Record Overtime Refusals" button that performs the same function as the Record Overtime Exception button on the Carrier Information List. The next button is "Adjust Leave/Office Time" that can be used by a supervisor to adjust the carriers' time when he has, for example, a service or safety talk with the carriers. If the supervisor spends twenty minutes giving the talk, he can then adjust all of the routes by twenty minutes. The "Adjust Return/Street Time" button is used to adjust a carriers time when a carrier has to deviate from his planned route, for example, due to construction. The "Change Start Time" button is used to adjust a carrier's schedule if his start time deviate, for example, due to lateness.

[0133] FIG. 13 shows the "Capture Mail Volume" window discussed above with respect to FIG. 12 for manual recording of mail volume. This window captures and displays mail volume for each route, preferably by category such as first class letter mail, first class flat mail, parcels, etc. It also preferably provides the user with running totals. Mail can preferably be measured in pieces or in linear measurement. This feature of the system preferably also allows the user to "roll in" undelivered mail from the previous day or, if evening mail volume is being captured, the user can roll in undelivered mail from the morning.

[0134] In a scenario where mail is received by individual post offices from a central sorting facility, the system of the present invention allows the user to record the amount of mail that comes in for each delivery from the sorting facility, and the time of the delivery. In this way, the user can track inflow of mail.

[0135] FIG. 14 shows a Capture Mail Volume window discussed above with respect to FIG. 12 for automated recording of mail volume using a DCD. Once the user counts the mail with the DCD, he can record the volume and upload the data. The system preferably includes a set of instructions for the data upload.

[0136] In the exemplary embodiment of the invention, the system can be used to configure the DCD for mail volume recording. The DCD is a device capable of performing two functions: it can record mail volume and it can be used during a supervisor's route inspection process. If a single DCD is used to perform both functions the system 100 can be used to configure the DCD for the different functions. For example, the system 100 can include a "DCD Configuration—Mail Volume" function which, when initiated, gives a specific set of instructions on how to configure the DCD. The system 100 can also include a "DCD Burn-In" function for configuring the DCD for a route inspection.

[0137] FIG. 15 illustrates a SPLY Impacts window. Entering this window can allow the user to record special events, such as snow storms, so that supervisors pulling data for that day at a later time will be alerted to the special event.

[0138] FIG. 16 illustrates a 1564A Delivery Instructions window from the Supervisor Workbench screen. This window is retrieved when the user right clicks the mouse button. The user identified the route number and presses the Print Preview button for a visual copy of the PS Form 1564A in form flow.

[0139] FIG. 17 illustrates a Revised Carrier/Route Assignment window, which produces a report that shows a carrier or his supervisor the carrier's revised route. The report can be printed either by carrier or by route for a given date. In one embodiment the report can be printed with or without route times.

[0140] FIG. 18 illustrates a Work Hour Discrepancy report window. The report produced by this window shows a carrier's performance over a period of time and its difference from expectations.

[0141] FIG. 19 illustrates a Create Vacancy window of the present invention. The user can choose a carrier's name using a drop-down list, and can then create a vacancy type such as sick leave and annual leave. This window preferably also allows the user to indicate whether the carrier is taking a full or partial day of leave and, for a partial day, the window may further record the number of hours of leave taken. The user can identify a date range for a carrier's multi-day leave in the "Date From" and "Date To" fields. The system may be designed to print the appropriate leave form automatically upon saving vacancy information.

[0142] FIG. 20 illustrates a Route Daily Details window, which is used to assign a carrier to a route. The Route Daily Details window displays, for a given route and day, whether the regular carrier is assigned to the route, absent, or on leave. In this window, the user can preferably press an appropriate button to assign another carrier to the route, or quick assign a carrier or remove a carrier.

[0143] A Miscellaneous Route Details windows is shown in FIG. 21 and is used to assign carriers to miscellaneous routes such as collection routes or combination routes. This window preferably also allows the user to assign assistance to the miscellaneous routes.

[0144] FIG. 22 illustrates a Pivot Option window, which appears when the user elects to "pivot" a route. "Pivoting" is reassigning a portion of a route. The system preferably allows the user to pivot by section or duration—section being a given street on the route and duration being time to deliver the street. The system may also allow the user to pivot the route by business deliveries or residential deliveries.

[0145] A Street Pivoting window can appear if the user selects a given route from the window of FIG. 22. This Street Pivoting window allows the user to choose a pivot option, for example, by section, and then allows a user to select the number of sections that he wants (e.g., one, two, ten, or twenty sections). Alternatively the user can pivot by duration (e.g., one-hour, two-hour, or three-hour increments). In one embodiment, the system will then break down the route being pivoted into every delivery, and the mode and method of delivery for all the streets, broken down into individual sections called logical groups. The system will give the user start and end times, how long it takes to deliver each logical section, the type of delivery (e.g., business or residential), and the delivery method (e.g., mounted or park and loop).

[0146] **FIG. 23** illustrates a Daily Assignments window that displays the route each carrier is assigned to. In one embodiment, the fields displayed include: carrier's name, type of carrier; if the carrier desires overtime; the carrier's overtime status; the carrier's start time that day; the route the carrier is assigned to; the carrier's assignment type; and the carrier's assigned hours.

[0147] **FIG. 24** illustrates a Record Overtime Exception window of one embodiment of the invention, as discussed above. If a carrier is offered overtime and elects not to take the overtime, his reason can be recorded.

[0148] **FIG. 25** illustrates a Adjust Leave/Office Time window, which allows the user to adjust leave time for a given date and carrier, as discussed above. An Adjust Return/Street Time window of one embodiment of the invention is shown in **FIG. 26**, which allows the user to input time added to a carrier when the carrier is providing assistance to another route.

[0149] **FIG. 27** illustrates a Change Start Time window allowing a user to change carriers' begin time for a given day, as discussed above. The system 100 can also include an Assign Carrier Start Time window allowing the user to set a carrier's scheduled start time.

[0150] **FIG. 28** illustrates a window for an Interface Configuration function of an embodiment of the invention. The system of the present invention allows connectivity to other applications for which the system must be configured, and this window allows the user to perform the configuration.

[0151] **FIG. 29** illustrates an embodiment of a user's screen on a daily basis with both the Workload Status and Supervisor Workbench windows open. In addition to the Routes tab in the Workload Status window, there is also an Other tab where, for example, miscellaneous routes can be listed. As shown, the Performance Reports tab of the Supervisor Workbench, can include, for example, the following sections: Individual Performance Reports, Performance Forms, and Unit Performance Reports.

[0152] In one embodiment of the invention, the Individual Performance Reports section includes individual weekly performance reports, bar graphs, and trend graphs for a carrier. A week generally denotes a "service week," which runs from Saturday through Friday. However, it is understood that a week can be defined in the system to include any consecutive set of days. The Performance Forms section may include, for example, a late-leaving/late-returning report that can be used in conjunction with the time keeping system to determine whether a carrier left on time and returned on time as projected. The Performance Forms section may also include an absence analysis that identifies a carrier's leave taken by pay period for a given year.

[0153] The unit performance reports may include, for example, a Route/Carrier Daily Performance Report, a Unit Daily Performance Report, a Unit Weekly Performance Trend Graph, a Dispatch Feedback Report, and a FLASH Statistics Worksheet. The Route/Carrier Daily Performance Report compares a supervisor's projections from the previous day to carriers' actual clock rings to determine and display any variance between the two. The system is preferably set up for a carrier to have four clock rings a day: (1) when he begins work; (2) when he leaves the office to begin

his route; (3) when he returns from his route to the office; and (4) when he leaves the office for the day. However, any known method can be used to record each carrier's time worked. The FLASH Statistics Worksheet is a report that displays mail volume totals.

[0154] The Unit Daily Performance Report and Unit Weekly Performance Graph consolidate the unit's performance on a daily and weekly basis, respectively, based on a number of performance factors, such as individual carrier performance and the amount of mail that was delivered. The Dispatch Feedback Report lists the amount of mail volume (in terms of percent of the delivery unit's total mail volume for a day) coming in from its sorting facility. Tracking the percent of the daily mail volume arriving in each delivery unit from the sorting facility allows a supervisor to improve the delivery unit's mail flow.

[0155] **FIG. 30** illustrates an Individual Weekly Performance Bar Graph window that allows the user to select, for a given week, either all carriers, regular carriers, and T6 carriers. (Carriers usually assigned five routes to carry and when the regular carriers have a day off they replace them on that particular day) and PTFs (people that do not have regular routes assign to them). Then a service week can be selected and a preview of this report can be printed for those individual group of carriers. This program accesses Form Flow software and produces a report for the user. Users can view this window after selecting Individual Weekly Performance Report or Individual Weekly Performance Bar Graph button.

[0156] **FIG. 31** illustrates an Individual Weekly Performance Trend Graph window that allows the user to display a Performance Trend Graph for a given week either by carrier or by route. In one embodiment, drop down menus identify all of the carriers or routes within a given delivery unit. **FIG. 32** illustrates an embodiment of a window that allows the users to print a Late Leaving/Returning Form as discussed above. **FIG. 33** illustrates a window that allows the user to print an Absence Analysis, as discussed above, by carrier and calendar year. If the calendar year chosen is not yet complete, the system provides all of the data populated up to that point.

[0157] **FIG. 34** illustrates a window that allows the user to print a Route/Carrier Daily Performance Report for a particular week. From a Unit Performance Menu window, the user can select either a daily performance report or a weekly unit performance trend graph, as discussed above. If the user presses the button for the daily performance report, he is taken to **FIG. 35** where he selects a week for which to print the report. If the user presses the button for the unit performance trend graph, he is taken to **FIG. 36** where he can select a week using the up and down arrow spinner box.

[0158] **FIG. 37** illustrates a window that allows the user to print a dispatch feedback report, as discussed above, for a given fiscal year. **FIG. 38** illustrates a window that allows the user to print a FLASH statistics worksheet, as discussed above, for a given week. **FIG. 39** illustrates a CSDRS Daily Worksheet window that allows the user to print a Customer Service Daily Recording System (CSDRS) report after selecting a service date. This report can be generated and printed on a weekly basis by selecting the CSDRS Weekly Worksheet button from the Performance Reports menu, as shown in **FIG. 29**.

[0159] **FIG. 40** brings us back to the Supervisor Workbench with a view of one embodiment of a Planning and Scheduling tab, which includes three sections: Weekly Scheduling; OTDL Management; and Annual Budget. The Weekly Scheduling includes buttons as described below. A Weekly Schedule button allows the user to make assignments for the next week. The weekly schedule can be available, for example, on Monday morning, to aid the supervisor in managing the workforce for the upcoming week. A Create Vacancies button allows the user to create vacancies, as discussed above. The Daily Assignments button allows the user to change daily assignments as discussed above. The fourth button allows the user to assigned AM overtime by bringing a carrier in early with expectations of having them work their overtime in the morning versus the evening. The fifth button allows the user to print a weekly schedule report allowing him to identify which regulars are scheduled to work and what routes they are assigned to.

[0160] The OTDL Management section facilitates management of an overtime desired list. The Overtime Desired List button allows the user to display a list of each employee that desires overtime. The Overtime Equity Tracking button tracks overtime hours and opportunity by each employee on the overtime desired list and preferably produces a report for the user. The Overtime Equity Worksheet button identifies employees that have refused overtime on a given day and sets forth the reasons.

[0161] The Annual Budget section records a delivery unit's budget by week. An interfacing system inputs a budget to the system of the present invention as a weekly total. This total budget is recorded when the user presses the Record Budget by Week button. The system allows users to allocate that weekly budget by day by pressing the Adjust Daily Budget Spread button. The user can display budget details by pressing the Budget Details Report button.

[0162] **FIG. 41** illustrates a Special Inspection Warning window that displays any route that uses a predetermined amount and or occurrences of overtime that the system designers have identified as calling into question whether the route requires permanent assistance or should be downsized.

[0163] **FIG. 42** illustrates a Weekly Schedule window that is displayed when the Weekly Schedule button is pressed. This window may display, for example, the carrier's name, the type of carrier, and his assignment for each day of the week. Budget information can also be displayed on the screen. This window may also display projected workload based on volume from last year, and any SPLY impact that occurred last year.

[0164] **FIG. 43** illustrates an Assign Carriers window that displays assignment details for a given route number, such as the particular section that is assigned to a carrier whether it is an office or street section. The window also gives the date range for that assignment and displays available carriers along with certain information about each available carrier.

[0165] **FIG. 44** illustrates a Schedule Available Carriers window allowing the user to view and assign work to carriers that are available. **FIG. 45** illustrates an Employee Daily Schedule screen that displays, for a given carrier, information including his carrier type, work status, etc. The system allows the user to create a vacancy in this window or schedule the displayed carrier by pressing the appropriate

buttons. This window can also illustrate a carrier's current assignment and the user can change that assignment by pressing the Quick Assign button.

[0166] **FIG. 46** illustrates an Assign Replacement window allowing the user to select a route and pick a carrier to assign from a drop down list. The user can also assign a particular section of a route and set a range of dates for the assignment.

[0167] **FIG. 47** illustrates a Confirm Assignment window that informs the user whether the system has detected any overlapping or conflicting assignments. It can also inform the user whether any assignments will place an employee into "penalty overtime" where the carrier will work more than ten hours a day, or will work overtime more than four days a week.

[0168] **FIG. 48** illustrates an Assign AM Overtime window, which allows the user to input the date, carrier, route, and number of hours. **FIG. 49** illustrates the Print Weekly Schedule window allowing the user to print the current week or the next week. This window appears when the user selects the Weekly Schedule Report button from the Planning and Scheduling tab. **FIG. 50** illustrates a Regular Work Assignments window listing the work assignments of the carriers. This window can list, for example, the carriers' assignment type, the route, and a day-by-day schedule. **FIG. 51** illustrates a New Regular Work Assignment window where a user can reassign a carrier to a route that the carrier has requested. Also, if a carrier is taking multiple days of leave, this window allows the user to replace the regular carrier for that route for a given period of time.

[0169] **FIG. 52** illustrates an Overtime Desired List window. In this window, the user selects a year quarter and the system display information for all the carriers desiring overtime that quarter. The system may also display each carrier's overtime status and the amount of overtime he is willing to work. Carriers can be added to the list by pressing the New button and can be removed from the list by pressing the Remove button. The Roll In OTDL button allows the user to roll in overtime list from the previous quarter to avoid re-entering the entire list.

[0170] **FIG. 53** illustrates an Overtime Tracking window to track overtime by carrier by quarter. The window displays the carrier's status (how much overtime he is willing to work). If a carrier was removed from the overtime desired list, the system displays the date of removal. **FIG. 54** illustrates an Edit Overtime Information window, which allows the user to override any system overtime calculations that were done incorrectly or not done at all. The system 100 can also include an Overtime Worksheet window allowing the user to display an overtime worksheet for a given quarter.

[0171] **FIG. 55** illustrates an Adjust Daily Budget Spread window allowing the user to break down his budget by day to plan for work hours and mail volume. **FIG. 56** shows a Budget Detail Reports window that allows the user to display a weekly summary by month or a daily summary by week. The user selects a print range of fiscal year and month(s).

[0172] **FIG. 57** brings us back to the Supervisor Work Bench, with a view of one embodiment of a Route and Unit Maintenance tab, including three sections: Route Maintenance; Unit Maintenance; and Reports and Forms. The

Route Maintenance section includes buttons for Route Base Information Maintenance, Pivot Plan Maintenance, Non-Delivery Point Maintenance, 3999 Data Capture/Summary, 3999 Data Transfer, DCD Transfer, 1838-C Data Capture/Special Office Mail Counts, and Special Office Mail Counts Data Transfer. The Route Base Information Maintenance allows the user to view and adjust information related to a route, for example, travel times and begin times. The Pivot Plan Maintenance button that allows the user to establish a pivot plan for a route, as discussed above. The Non-Delivery Point Maintenance button allows a user to change, for example, a route's park points, relay points, and collection boxes. Park points are where a carrier parks his vehicle to make a loop on foot. A relay point is basically the same thing, where the carrier returns to the vehicle between multiple loops. A collection box is where carriers pick up mail to be processed. The 3999 Data Capture/Summary button allows the user to modify the step-by-step travel pattern a carrier follows to deliver a route.

[0173] The 3999 Data Transfer window preferably allows the user to download information from a DCD that was used during a route inspection, street management, or a mail count. The 1838-C Data Capture/Special Office Mail Counts button is used for a one-day office mail count for an individual carrier. This information allows the system to determine the carrier's daily performance. The Special Office Mail Counts Data Transfer button allows the user to transfer the one-day office mail count for an individual carrier into the application.

[0174] The Unit Maintenance tab is where the user identifies the delivery unit, its location, and gives general information about the delivery unit by pressing the Maintain Unit Information button. The Maintain Carrier Route Assignments button allows the user to identify the carriers for each route. The Maintain Dispatch Information button allows the user to integrate an operating plan (a plan that the post office and the sorting facility have to coordinate mail sent between the two facilities) and update information regarding when deliveries will arrive from a sorting facility and how much mail will be in each delivery.

[0175] In one embodiment, the Reports and Forms section includes a number of buttons that perform the functions set forth below. Route Base Information Report button displays general information for all routes in a delivery unit. The Route Information Card button displays specific information about a route including reporting time, leave time, return time, end time (carrier leaves the office to go home), and projected morning and evening mail volumes. The Route Performance Report button displays carrier assignments and performance for a given period of time. The Unit Recap button displays assignments and performance for a delivery unit. The Delivery Point Sequence ("DPS") Volume Impact Button allows the user to measure the impact the automated DPS sorter has on the total number of letters the carrier has to sort, so that the saved time can be subtracted from the carriers allowed sorting time. The Routes Pending Special Inspection button allows the user to display the routes pending special inspection. The PS Form 3999 Inspection of a Letter Carrier Route button allows the user to get a history of the carrier's performance. The 3999—Manual Entry button allows the user to manually enter inspection infor-

mation. The 1838 Carrier's Count of Mail button allows the user to print a one-day office mail count for an individual carrier.

[0176] FIG. 58 illustrates an embodiment of a Route Base Information Maintenance window, which provides information for a route that the user selects. The displayed information may include the type of route (e.g., residential, business, mixed), the type of delivery (e.g., foot, dismount, curb line motorized, park and loop, etc.), and whether the route is a full route or auxiliary, whether the route has Saturday delivery or not. This window may also display the route's begin time, leave time, return time, and end time on a daily basis, and the route's last inspection date and statistics, and fixed office time (the amount of fixed office time that has been established for the route, which is not driven by workload). This window may further display morning and evening mail volume information, percent-to-standard, and carrier information such as the regular carrier assigned to the route, his hire date, date assign to the route, and the replacement carrier.

[0177] FIG. 59 illustrates an embodiment of a Pivot Plan Maintenance window, where the user can create a pivot plan and logical groups, as discussed above, or assign route break locations. This takes the step-by-step travel pattern a carrier follows to deliver a route and combine that information with an interfacing Address Management System ("AMS") database to identify the address of every delivery on a particular route so that those deliveries can be split into logical groups. Once the user creates logical groups of addresses, the system assigns an amount of time for delivery, a travel pattern, a delivery method, possible points for mail delivery (e.g., number of houses), the carrier's expected enter time and exit time for a particular logical group, and his first delivery. A block with no breaks is called a sector segment. Sector segments are already set up in the AMS database and are linked together by the user to create a logical group. In one embodiment, the system receives data from the AMS database weekly.

[0178] FIG. 60 illustrates an embodiment of a Define First Delivery Time window that allows a user to set the time when he expects the carrier to drop mail in the first delivery box on his route. FIG. 61 illustrates an Assign Route Proximity window, allowing the user to identify all of the routes in close proximity to the route being pivoted. Assigning route proximity helps the user reassign a section to another carrier having a proximate route and therefore lessen the time it takes the assisting carrier to travel to assist with the route section. Assigning route proximity is preferably only done once, but can be adjusted with this same window.

[0179] FIG. 62 illustrates an embodiment of a Non-Delivery Point Maintenance window. Non-delivery points include park points, relay points, and collection boxes. This window displays the location of non-delivery points for a route selected by the user. FIG. 63 illustrates an embodiment of a 3999 Data Capture Record Selection window. The user inputs a route number and the window displays the available 3999 forms that were created to modify the step-by-step travel pattern a carrier follows to deliver a route. The user can choose to edit any 3999 form or add a new 3999 form.

[0180] FIG. 64 illustrates an embodiment of a 3999 Data Transfer window, as discussed above. The system lists all of

the routes stored on the mainframe, and the user can select certain of those routes to be downloaded to the workstation. **FIG. 65** illustrates an embodiment of a 1838-C Data Capture and Maintenance window, allowing the user to manually enter or edit mail volume information. The mail volume is broken down by route and day, and identifies morning or evening volume. The window breaks mail volume down by type of mail. An optional expansion of the 1838-C Data Capture and Maintenance window can be provided having fields for entering mail volumes.

[0181] The Unit Maintenance Menu feature can include a Unit Maintenance Menu window having buttons for the following functions: Maintain Unit information; Maintain Carrier Route Assignments; and Maintain Dispatch Information. **FIG. 66** illustrates an embodiment of a Maintain Unit Information window that appears when the corresponding button is pressed. This window includes the following sections: Unit Indicators (e.g., router, office break, and evening mail), Workload Status Setup, Capture Mail Volume Setup, and Regular and Miscellaneous Route Information. Workload Status setup allows the user to input what threshold of overtime and under time he wants to be alerted to. For example, if the user selects to view thirty minutes, only routes that have 30 minutes or more of overtime or under time will be displayed. Capture Mail Volume Setup allows the user set thresholds for one or more types of mail. If the mail volume of a type of mail exceeds the entered threshold (which is entered as a percentage), the system highlights the mail volume field to alert the user of a possible mistake. The highlighting may include turning the field yellow, bolding it, flashing it, or another method to draw the user's attention. Regular and Miscellaneous Route Information displays route base hours for the type of route (regular or miscellaneous) chosen by the user.

[0182] In one embodiment, the system can include a window allowing the user to remove a route from a delivery unit. This might be done, for example, when a new ZIP code™ is created and routes are therefore moved to a new unit. **FIG. 67** illustrates an embodiment of an Assign/Edit Miscellaneous Route window that displays, for a given miscellaneous route number, its ZIP code™, type (e.g., collection route, relay route, or combination route), base hours, daily begin tour time and Saturday begin tour time. One or more confirmation windows may also appear asking the user to confirm by selecting "Okay" prior to deleting a route from the system.

[0183] **FIG. 68** illustrates an embodiment of a Maintain Carrier Route Assignments window that lists all carriers, their type, and their assignment. Carriers can be added, edited, or deleted. If the user is adding a carrier, the right side of this window allows him to enter information for that individual carrier.

[0184] **FIG. 69** illustrates an embodiment of a Route Covered by T-6 window. The user inputs the ZIP code™ and route number, and can then assign a T-6 to that route. **FIG. 70** illustrates an embodiment of a Maintain Dispatch Information window allowing the user to display a list of dispatches (deliveries from the sorting facility, as discussed above), their arrival time, and the percentage of the day's mail that is expected from the plant. **FIG. 71** illustrates an embodiment of a Route Information Card window allowing the user to display a chosen route and then print information

about the route. **FIG. 72** illustrates an embodiment of a Unit Recap window that displays what the delivery unit has done (e.g., a route inspection, a minor adjustment, etc.) with routes over a period of time, type of route, start date, end date, route status, and date implemented.

[0185] **FIG. 73** illustrates an embodiment of a DPS Volume Impact window. The user selects a ZIP code™ to display, by route, the impact of having DPS sorted mail. **FIG. 74** illustrates an embodiment of a Routes Pending Special Inspection window allowing the user to display routes pending inspection for a particular week, or the user can schedule an inspection by selecting a route number and a qualifying period end date. **FIG. 75** illustrates an embodiment of a 3999—Inspection of Letter Carrier Route window. The user identifies the route number and the data capture date, and can display inspection results. A Street Activity Start Time window can be provided for entering a start time for a particular route.

[0186] **FIG. 76** illustrates an embodiment of a 3999 Data Capture/Summary window, allowing the user to manually enter route inspection information which appears after the user selects the 3999—Manual Entry button. A Mileage Breakdown window can be provided for inputting vehicle odometer readings at various points in a carrier's workday, for example, when he reports to the office, leaves the office, makes his first delivery, etc. during an inspection period. **FIG. 77** illustrates an embodiment of a Carrier's Count of Mail window that displays a carrier's volume of mail for a given date and route number during an inspection period.

[0187] In one embodiment of the present invention, the delivery operations information system of the present invention includes a second module for Route Inspections and Adjustments. **FIG. 78** illustrates an embodiment of a Route Inspections and Adjustments window. It is the first window that opens in the second module. It displays whether the route adjustment will be formal, special, or minor. A special route adjustment request is one made by a carrier. In a minor route adjustment, the supervisor need not accompany the carrier on the route but may instead use predetermined calculation to make the adjustment using the volume of mail and the historical time data for that route. The window displays start and end dates for the route adjustment. The user can press buttons to view adjustment details, edit an adjustment, change the status of the adjustment from formal to minor to special, to define a new adjustment, to select an ongoing adjustment, or to change to view information for a different delivery facility (assists a user who supervises multiple delivery units).

[0188] **FIG. 79** illustrates an embodiment of a Adjustment Details window that you get when you press the Adjustment Details button on the Route Inspections and Adjustments window. It identifies the route and the carrier, along with the adjustment type, duration, and status (implemented or pending). **FIG. 80** illustrates an embodiment of an Adjustment Comment Text window that is displayed when the user enters adjustment comments. This window allows the user to enter comments for an adjustment. **FIG. 81** illustrates an embodiment of a Change Status window that you get when you press the Change Status button on the Route Inspections and Adjustments window. It allows the user to change the adjustment status.

[0189] **FIG. 82** illustrates an embodiment of a Define Adjustment window that you get when you press the Define

New Adjustment button on the Route Inspections and Adjustments window. This is the user's first step in creating a new adjustment to a route. The user first identifies the type of adjustment (formal, special, or minor). If the user identifies formal or special, the Routes to Adjust section to the right accepts data entry. In one embodiment, if the user identifies a minor adjustment, no data can be entered in the Routes to Adjust section because there is no normal inspection process associated with a minor adjustment. The user then identifies a ZIP code™ and the routes in that ZIP code™ are listed. Once the user selects a route from that list, the system adds that route to the Routes to Adjust section.

[0190] **FIG. 83** illustrates an embodiment of a Select Adjustment window that you get when you press the Select Adjustment button on the Route Inspections and Adjustments window. This window gives the user a listing of the adjustments that are currently in the works, and the adjustment status (implemented or pending).

[0191] **FIG. 84** illustrates an embodiment of a Route Inspection and Adjustments Workbench window that is displayed when the user presses the Workbench button from **FIG. 78**. Once an adjustment has been selected, the details of the adjustment are entered in this window. The window displays information about the selected adjustment and has a Reports/Forms Menu section along with an Adjustment Functions section that includes five subsections: Advance Preparation; Analyze Data; conduct Inspection; Make/Implement Adjustments; and Data Transfer. The Reports/Forms Menu button allows the user to produce reports and forms related to a count inspection. The Advance Preparation subsection's Random Timecard Analysis button allows a user to display a random time card analysis data.

[0192] The Analyze Data subsection allows the user to analyze data such as DPS volume impact, and to edit office time, select and edit street time, and add or remove delivery points. The Conduct Inspection subsection allows the user to manually enter or edit mail volume information by pressing the 1838-C Data Capture and Maintenance button (discussed above), modify the step-by-step travel pattern a carrier follows to deliver a route by pressing the 3999 Data Capture/Summary button (discussed above), and record Examiner Observations and Comments after an inspection. The Make/Implement Adjustments subsection allows the user to create adjustment scenarios, maintain route base information once he has identified his desired scenario, and perform non-delivery point maintenance.

[0193] The Data Transfer subsection performs many electronic transfers and configures the user's workstation. Configuring the workstation involves identifying the delivery unit, the routes, etc. The user can perform a 3999 Data Transfer after a route inspection, as discussed above.

[0194] **FIG. 85** illustrates an embodiment of a Route Inspection and Adjustment Laptop Workbench window. The laptop version of this window has many of the same features as the PC version of **FIG. 84**, but is not as comprehensive.

[0195] **FIG. 86** illustrates an embodiment of a Random Timecard Analysis—Summary window that can be accessed from the Advance Preparation subsection of the Route Inspections and Adjustments Workbench. Once the user has made the random draw, the system displays the week number for the specific accounting period and the week date.

The system will also display whether that week was used and give the user the option to either go up or down a week. The system displays any "abnormal conditions" that would cause a user to go up or down a week to avoid any SPLY impact that distorted the data during that week. The system preferably performs an automatic week adjustment such that, if the regular carrier was not working his route on the chosen week, the system will skip to the next week. If the user wants to view any abnormalities during the chosen weeks, he presses the Abnormality Check button. If the list is acceptable to the user, he can press the Submit button and print an appropriate report.

[0196] **FIG. 87** illustrates an embodiment of a Random Time Card Analysis Detail window that is displayed when the user presses the Analysis Detail button of the Random Timecard Analysis—Summary window. The user selects the route number and presses Display, and the system populates the fields of information from its own database. A Random Timecard Analysis ("RTA") Comment window can be displayed when the user presses the Comments button of the Random Timecard Analysis—Summary window, providing an empty text field for the user to enter comments and selecting "Okay" to save them into the system.

[0197] **FIG. 88** illustrates an embodiment of an Examiner Observations and Comments window that is displayed when the user presses the Examiner Observations and Comments button in the Conduct Inspection subsection of the Route Inspections and Adjustments Workbench. The user selects a route and the system, displays information including the examiner's comments. The user can add new comments, and can select whether the inspection was performed in the office or on the street. A View Observations and Comments window can be displayed when the user presses the Preview Examiner Observations button from the Examiner Observations and Comments window, providing an empty text field for the user to enter comments for a particular route.

[0198] **FIG. 89** illustrates an embodiment of an Edit Office Time window that is displayed when the user presses the Edit Office Time button of the Analyze Data subsection. The user selects a route number and the system displays information about Line Items (e.g., includes breaks) from the count and inspection, including the line item number, the standard time (time previously agreed to for performing certain functions), the day of inspection ("DOI"), the after week of inspection ("AWOI") time (time carrier demonstrated he needed to perform those functions), and a representative time (what supervisor determines the carrier actually needs). If the user changes any information displayed, he must enter justification before saving.

[0199] **FIG. 90** illustrates an embodiment of a Select/Edit Street Time window that is displayed when the user presses the Select/Edit Street Time button of the Analyze Data subsection. It has basically the same features as the Edit Office Time window except that it displays time spent out of the office delivering mail. If the user changes any information displayed, he must enter justification before saving.

[0200] **FIG. 91** illustrates an embodiment of an Other Street Time window allowing the user to enter information about a special activity occurring on the street (e.g., a comfort stop) where the carrier leaves his route. Accountable Delivery covers delays occurring when the carrier is delivering a piece of express mail and has to wait a long period

of time for the customer to come to the door. Other fields may include Parcel Delivery, Street Break Time, Collection Time, Deadhead Time (the amount of time it takes a carrier to walk from one delivery point to another), Personal Needs (e.g., a comfort stop), Customer Contact, and Gas Vehicle.

[0201] **FIG. 92** illustrates an embodiment of a Non-Recurring Street Time window allowing the user to enter information about a special activity occurring on the street that the carrier should not be doing on a daily basis. For example, Backtracking, Animal Interfere, Waiting for Relays, Waiting for Transportation, Waiting—Other, Accident, and Miscellaneous. Temporary Detail is when someone goes on a different route during inspection. Management time is when the supervisor talks to the carrier while the carrier is delivering his route.

[0202] **FIG. 93** illustrates an embodiment of a DPS Volume Impact window that is displayed when the user presses the DPS Volume Impact button of the Analyze Data subsection. This window is also disclosed in **FIG. 73** and is discussed above.

[0203] **FIG. 94** illustrates an embodiment of an Add/Remove Delivery Points window that is displayed when the user presses the Add/Remove Delivery Points button of the Analyze Data subsection. This window allows the user to add and remove delivery points from a route. The system automatically calculates and displays changes to office time and street time based on the addition or removal of the delivery point.

[0204] **FIG. 95** illustrates an embodiment of an Add/Edit/Remove Non-Delivery Points window that is displayed when the user presses the Non-Delivery Point Maintenance button of the Make/Implement Adjustments subsection. This window has two sections: Non-Delivery Point Attributes and Non-Delivery Point Sector Segment Association. The user sets the non-delivery point attributes by selecting the non-delivery point type (e.g., collection point, relay box, park and loop point), the time the carrier arrives at the non-delivery point daily, on Saturday, and on holidays. The user also inputs the possible deliveries per relay, loop, and swing, and a Location ID (for collection boxes having ID numbers). The user further inputs the Street Corner, Street Number, a pre-directory designation (e.g., “North” for North Elm Street), Street Name, Suffix, etc. When the user presses the Display button in the Non-Delivery Point Sector Segment Association, the system breaks down the sector segments and displays them.

[0205] **FIG. 96** illustrates an embodiment of a Create Adjustment Scenarios window that is displayed when the user presses the Create Adjustment Scenarios button of the Make/Implement Adjustments subsection. Once the user has performed a route inspection and has the associated data, he can create certain scenarios to determine the most efficient route. To create scenario 1, the user enters a ZIP code™ and each route within that ZIP code™ is displayed along with its office time, street time, allied time (time when the carrier is on the street but not delivering mail (e.g., refilling mail between loops)), possible deliveries, and other factors. One example of a scenario is: what if I took this particular street off of one route and moved it to another route.

[0206] **FIG. 97** illustrates an embodiment of a Make Adjustments window that allows the user to adjust a sce-

nario. The user can get to this screen, for example, by pressing the edit scenario button on **FIG. 96**. This window displays all of the time for a particular route and identifies the scenario being adjusted. The user can evaluate and adjust office, street, and allied time, and can assign a given amount of time to a router. Street information is displayed by block range. New construction can be identified. In one embodiment of the invention, the user can search for a street by typing its name into the Find Street window. The user can move a block range from the route identified in the top Route field to the Route identified in the bottom route field by highlighting the desired block range and pressing the down arrow, and vice versa. The information on the top will move to the bottom and the system will adjust the time fields accordingly.

[0207] **FIG. 98** illustrates an embodiment of an Insert an Allied Time or Sector Segment window. This window allows the user to make a change to a route such as adding a collection box. This window also allows the user to identify delivery zone changes (moving a route among delivery zones).

[0208] **FIG. 99** illustrates an embodiment of an Allied Time window allowing the user to adjust allied times. Relay Time is the time it takes a carrier to prepare for a relay at his vehicle. Travel To is the time it takes the carrier to travel to and from lunch, to and from the route, etc. Vehicle Load is the time it takes the carrier to put his mail in his vehicle. Vehicle Unload is the time it takes the carrier to unload his vehicle.

[0209] **FIG. 100** illustrates an embodiment of a Create New Route window that allows the user to create a new route. The AMS database automatically provides the new route number. After pressing OK, the user can make adjustments to the new route.

[0210] **FIG. 101** illustrates an embodiment of a New Construction window that is displayed when the user presses the New Construction button of **FIG. 98**. The user inputs when the construction began, when it is expected to end, location information, the anticipated number of deliveries to the new construction. The system uses a factor created from the route inspection adjustment and determines the time the new construction will add to a route. **FIG. 102** illustrates an embodiment of an Adjustments In Scenario window that displays adjustments made to a scenario created by the user. A window can be displayed by the system to inform the user the workstation is being configured.

[0211] **FIG. 103** illustrates an embodiment of a DCD Transfer window that is displayed when the user presses the DCD Transfer button on the window of **FIG. 57** or **FIG. 84**. When the user is transferring information to and from a DCD, this window is displayed. The user selects the type of data transfer (e.g., mail count or route inspections) and whether the transfer is from the system of the invention to the DCD, or from the DCD to the system. The user also inputs the ZIP code™ and selects a route that the transfer pertains to. When the user presses DCD Ready, the system performs the data transfer.

[0212] **FIG. 104** illustrates an embodiment of a 1838-C/ Examiner Observations and Comments window that is displayed when the user presses the appropriate button in the Data Transfer subsection of the Route Inspections and

Adjustments Workbench. The window displays route records on the mainframe and the workstation and the user can press the appropriate button to transfer route data between the mainframe and the workstation. **FIG. 105** illustrates an embodiment of a Transfer Data for a New 3999 window that is displayed when the user presses the 3999 Data Transfer button in the Data Transfer subsection. If the user has created a new 3999, he identifies the route number that the system should transfer the 3999 data to.

[0213] **FIG. 106** illustrates an embodiment of a DRS Transfer window that is displayed when the user presses the DRS Transfer button in the Data Transfer subsection. Whether the user is importing DRS data to the system of the present inventions, or exporting it, the user inputs the ZIP code™ and the file location. The Data Transfer Status window is preferably displayed when the DRS data is transferring. The user can cancel the data transfer process from this window.

[0214] **FIG. 107** illustrates an embodiment of a Reports and Forms window that is displayed when the user presses the Reports/Forms Menu button of **FIG. 85**. The user can preferably print the following types of reports from this window: Route Performance; Route Inspection Summary; Unit Recap; Non-Delivery Point Changes; 52 Day implementation Plan (a calendar of events that must take place in order to meet contractual requirements); and Adjustment Analysis. In addition, the user can preferably print out the following types of forms: 1838—Courier's Count of Mail; 3999—Inspection of Letter Carrier Route; and 1840—Summary of Count and Inspection.

[0215] **FIG. 108** illustrates an embodiment of a Route Inspection Summary window that is displayed when the user presses the appropriate button on the Reports and Forms window. The user selects whether he want a report of a full week or one day and then enters the date.

[0216] **FIG. 109** illustrates an embodiment of a 1840 Auxiliary Assistance window. When, during an inspection, the user gets assistance to be able to deliver his mail, that information is displayed here.

[0217] **FIG. 110** illustrates an embodiment of a 1840—Summary of Count and Inspection window that is displayed when the user presses the appropriate button on the Reports and Forms window. The user selects a route number and can then also select a T-6 (replacement) carrier. If no replacement carrier is selected, the system defaults to the regular carrier. The user presses the button to display the form.

[0218] **FIG. 111** illustrates an embodiment of a 1840 Reverse window that is displayed when the user presses the appropriate button on the Reports and Forms window. The user enters the ZIP code™ and route, and all adjustments made to that route are displayed.

[0219] **FIG. 112** illustrates an embodiment of a 3998—Unit Summary window that is displayed when the user presses the appropriate button on the Reports and Forms window. The user inputs a delivery unit and presses the button to display a summary of adjustments made for the entire unit.

[0220] **FIG. 113** illustrates an embodiment of a System Administration Workbench window that is displayed when certain types of users log on. This window has buttons for

maintaining user profiles, maintaining district organizations, and maintaining 52-day implementation plans. The system includes several different levels of access to these functions. The user must be mapped to a particular level to perform them.

[0221] **FIG. 114** illustrates an embodiment of a Maintain User Profile window that is displayed when the user presses the appropriate button on the Reports and Forms window. The user identifies, for a given ID and user name, the user's primary delivery unit and class (e.g., supervisor, manager, system administrator, etc.).

[0222] **FIG. 115** illustrates an embodiment of a New Profile Item window. This window allows the user to create a new profile for a user or a new user class (e.g., supervisor, manager, route inspector, etc.) and the delivery unit for that particular user class.

[0223] **FIG. 116** illustrates an embodiment of a Maintain District Organization window where the district organization is displayed in a tree format. This window allows the user to view, edit, reassign, delete, and add to the district, its facilities, and its management areas.

[0224] **FIG. 117** illustrates an embodiment of a Post Office Operation Area Details window that is displayed when the user presses the appropriate button from the Maintain District Organization window to add a new post office operation area. The user selects the name of the post office that he will be adding. **FIG. 118** illustrates an embodiment of a Installation Details window that is displayed when the user presses the appropriate button from the Maintain District Organization window to add a new installation. The user assigns a finance number, city, and state to the new installation. An installation can consist of an individual building, or it can consist of multiple facilities.

[0225] **FIG. 119** illustrates an embodiment of a Facility Detail window that is displayed when the user presses the appropriate button from the Maintain District Organization window to add a new facility. The user enters certain information about the facility. **FIG. 120** illustrates an embodiment of a Delivery Unit Detail window that is displayed when the user presses the appropriate button from the Maintain District Organization window to add a new delivery unit.

[0226] **FIG. 121** illustrates an embodiment of an Assign Existing ZIP Code™ window that is displayed when the user presses the appropriate button from the Maintain District Organization window to add an existing ZIP code™. **FIG. 122** illustrates an embodiment of a Maintain 52 Day Implementation Plan window that allows a user to add an activity to his 52-day plan. The user can get to this screen by pressing the appropriate button on the System Administration Workbench window discussed above.

[0227] **FIG. 123** illustrates an embodiment of a Data Preparation Workbench window. The window preferably has three tabs: Workload, Workforce, and Interfaces. This screen allows the user to activate a delivery unit by inputting the delivery unit's initial base data. The Workload tab preferably includes a Delivery Unit and a City Delivery Routes sections. The Delivery Unit section preferably includes buttons for Data Preparation Setup, Enter Unit Characteristics, Enter Unit Dispatch Schedule, and Enter Unit Annual Budget. The City Delivery Routes section preferably includes buttons for

Enter Route Base Information, Enter Non Delivery Point Data, Enter Previous 3999 (the step-by-step travel pattern a carrier follows to deliver a route), 3999 Record Transfer, Enter Pivot Plan Data, and Enter Unit Miscellaneous Route Details.

[0228] **FIG. 124** illustrates an embodiment of a New Delivery Unit window that can be accessed from the Maintain District Organization Window. In this window, the user identifies the new delivery units area ID, district ID, facility ID, group ID, and assigned finance number. This information links delivery units to other units and facilities within their district (see **FIG. 116**).

[0229] In one embodiment of the invention, data is gathered for creating a new delivery unit by pulling in data from the AMS database and other interfacing databases that have relevant information about routes, etc.

[0230] **FIG. 125** illustrates an embodiment of a Generate Weekly Schedule window that allows the user to generate a weekly schedule for a delivery unit by inputting a service week start date. The user accesses this screen from the Workforce tab of the Data Preparation Workbench.

[0231] **FIG. 126** illustrates another facet of the present invention. It is a web page that can be viewed online that allows users of the delivery operations information system of the present invention to view the system status. In one embodiment, the web page informs the user of the system's availability. For example, the user can be informed that the system is fully functional, slow, or unavailable. This can be achieved, for example, by the web page sending a communication to the delivery operations information system and tracking whether and when the system returns a communication. By refreshing the web page, the system status is updated. In the illustrated embodiment, the availability determination is accompanied by an easily viewable symbol of traffic signal that is green when the system is fully functional, yellow when the system is slow, and red when the system is unavailable. This web page can provide additional online support for the user, such as a "Tip of the Day" or the ability to reset system passwords or view certain information online.

[0232] In one embodiment, the delivery operations information system of the present invention can also provide a function for adjusting a carrier's weekly schedule. From the office function, a Weekly Schedule window can be open. By right clicking on a selected field, the user can select from a number of different functions, such as: Quick Assign, Assignment Details, Create Vacancy, and Show. For each of these options, the user can select from: Regular Routes, Miscellaneous Routes, Carrier Work Status, Absence List, Sunday, or Vacant Routes. The Weekly Schedule window can allow a user to insert a replacement carrier, as shown in **FIG. 127**. The Weekly Schedule window can also show absence status, as shown in **FIG. 128**. Of course, it is also possible to view regular routes of carriers in the Weekly Schedule window, as shown in **FIG. 129**. From this window, it is also possible for a user to assign a replacement carrier. For example, **FIG. 130** shows a Weekly Schedule window in which the user can also view the Route Daily Details window and the Assign Replacement window.

[0233] Turning back to the Maintain District Organization function, in an exemplary embodiment the system can allow

the user to share ZIP codes™ across one or more facilities. **FIG. 131** illustrates an embodiment of a Maintain District Organization window including this feature. After the user presses the Add Existing 5 Digit ZIP Code™ button, the user is presented with a window called Assign Existing ZIP Code™ into which he can enter the new code for a selected facility or location. This feature enables the new ZIP code™ to be shared across facility or installation boundaries. Thus, multiple ZIP codes™ can be assigned to a single delivery facility.

[0234] **FIG. 132** illustrates an embodiment of a window that is presented to the user after selecting the New Installation button from the Maintain District Organization window. This window displays the finance numbers for the installations or facilities and the facility name in the Installation Name field. After entering the appropriate finance number, the display can appear in a tree format with the finance number following the name of the installation or delivery facility name.

[0235] With the present features of the system, the user is able to reassign a delivery facility without having to change the Facility Name field. Further, it is possible to sort alphabetically the installation or facility names, as the drop down lists are based on installation names or facility names. Also, by displaying the finance number for installation and facilities on the Maintain District Organization screen, it is easier for the user to gather station data based on finance number.

[0236] The preferred embodiment is configured to make the process of changing installation names easier. **FIG. 133** illustrates an embodiment of a window that is presented to the user after selecting an installation from the tree chart off the Maintain District Organization window and hitting the Edit button. The Edit Installation window includes fields for Finance Number, City, State, and Installation Name. For example, if the Installation Name is the same as the City which is shown in the field, then the user can delete the entry in the Installation Name field and simply correct the entry for the City field. By hitting the tab button, the Installation Name field will automatically be filled out to reflect the change to the City field. The auto-populate field feature of the present system, as exemplified here, reduces the number of keystrokes and the possibility of typographical errors. In addition, the system will recognize the change to the City field and change the Finance Number field accordingly. On the Maintain District Organization screen, the installation now reflects the new finance number, though the facility does not. If the user closes the Maintain District Organization screen and then reopens it, the facility now shows the changed finance number. If the user were to highlight the facility and hit the Edit button, a window such as shown in **FIG. 134** would appear that allows the user to be able to edit the station or facility information on the Edit Facility window, but not the finance number.

[0237] **FIG. 135** illustrates a Supervisor Workbench screen of another exemplary embodiment of the present invention. The Supervisor Workbench has a series of tabs across the top to separate each individual section. The sections may include, for example: Daily Workload Management; Street Management; Performance Reports; Planning Scheduling; and Route and Unit Maintenance. The Performance Reports tab is chosen and displayed in **FIG.**

136. This tab also includes the function button entitled Steward, Standby, and Meeting Time Report under the section Unit Performance Reports. Selecting this button presents the user with a Steward, Standby, Meeting Report window similar to the one shown in **FIG. 137**. The user can enter the start date of the service week, and by selecting the Print Preview button, is able to generate a report for that week which provides the details of each of the types of time (e.g., steward, standby, and meeting) by operation code for the particular delivery unit of interest.

[0238] A report displaying steward, standby and meeting time that can be generated using the system of the present invention. A user can generate this report by selecting the Unit Feedback Report button from the Performance Report tab from the Supervisor Workbench. The report can include information about a deliver unit's identity (ID), the begin date, end date, and service week, the carrier's name and route ID, the type of carrier (e.g., part time, full time), the dates with beginning and end times telling exactly when time was recorded for steward, standby or meeting times, the duration of the time for each instance where steward, standby or meeting time was recorded, and the total weekly durations for the various types of time. This information can be displayed separately by the type of time that is being recorded. Such a report can be generated for a unit by either the route or by the carrier. For example, the Steward, Standby and Meeting Time Report window can allow the user to select a report based on route or by carrier, as shown in **FIG. 137**.

[0239] Steward, standby and meeting times are a subset of the general office time that is being monitored. Tracking the steward, standby and meeting times can provide delivery unit supervisors with more information on how office time is being used. Hence, the display of steward, standby and meeting time can assist supervisors in their ability to effectively and efficiently manage delivery units. For example, where a delivery truck is delayed in getting to the receiving dock and the receiving dock employee has some down time before the truck arrives, this down time can be captured in the system. If that employee's manager has a discussion with the receiving dock employee, that time can be captured as meeting time. Then, by preparing the report the supervisor can determine how the total work time has been spent.

[0240] Another useful feature of the system is the ability to generate a Unit Feedback Report from the Supervisor Workbench. The Unit Feedback Report allows users to view the previous day's overall performance for a delivery unit. This daily performance/analysis report outlines the following: usage, quality practices, and effectiveness data.

[0241] The usage section of the report allows users to track how their delivery units are using the main functions of the system, including logon, capture of mail volumes (manual and with data collection device), EOR transfer, and application version. The quality practices section allows users to track how they are managing quality practices of the system. These quality practices can include, for example, timeliness of reports, allocation of miscellaneous time, daily statistics, a summary of the steward, standby and meeting times, and additional miscellaneous times. The effectiveness data can include effectiveness indicators such as overtime percentage, adjusted office effectiveness, adjusted street effectiveness, and adjusted workload effectiveness.

[0242] The Performance Report tab of the Supervisor Workbench window of **FIG. 132** can also include a Unit Daily Performance Report button which, when selected, can generate a daily performance report for a select unit. This report lists daily performance information over the course of one week for a delivery unit. The report can include several sections of interest, such as work hour analysis and productivity analysis. The work hour analysis and the productivity analysis can be displayed by daily section and/or weekly section. The report can include a section summarizing breakdown of mail volumes for select types of deliverable articles, such as letters, flats, DPS, delayed, curtailed, sequenced, and parcel and priority articles.

[0243] The unit daily performance report can also include information such as a comparison of actual deliveries to budget, as well as a percent variance for possible deliveries. Also included with the report is an analysis of the unit's work hours. These can include projected and actual values for the office, street, and route times; and variances and percent variances for office and street times, including router time. In addition, the report can include a comparison of LDC's **21**, **22** and **29** projected, actual and budgeted hours, and total and budgeted variance hours.

[0244] The report can also include an analysis of productivity indicators for the office and for the street. The office efficiency indicator (OEI) designates the average amount of time spent in the office on each possible delivery in the unit. The adjusted office effectiveness indicator (OE) designates how the unit performed versus projected office time. The total efficiency indicator (TEI) designates the overall efficiency of the unit. The workload effectiveness (WE) designates the overall effectiveness of the unit. All of the efficiency indicators (OEI, OE, TEI, WE) can be adjusted for steward, standby and meeting times. The report can be broken down to display OEI and adjusted OEI, as well as effectiveness (OE) calculations, for AM and PM office data.

[0245] Further, the report can include an AM/PM breakdown of office and router time, including miscellaneous time such as steward, standby and meeting times. The report can also include a weekly totals section containing a summary of the figures for the week to date.

[0246] **FIG. 138** illustrates a diagram of an exemplary mail delivery process for which the present system can be utilized to capture and record information relating to the delivery. From this information, the Unit Daily Performance report can be prepared.

[0247] The delivery operations information system (DOIS) of the present invention can also be integrated with a change of address request system (COARS) in order to provide maximum flexibility to the user of the system. Using DOIS, it can be possible to validate user access to requested ZIP codes™. As shown in **FIG. 139**, in one exemplary embodiment the Maintain User Profile window can include a list of profiles, which can include a number of COARS user classes, such as COARS Area User, COARS Computerized Forward System (CFS) Supervisor, COARS Consumer Affairs, COARS District User, COARS Super User, and COARS Unit Supervisor. Only valid combinations of primary and secondary profiles can be accepted to gain access to the system. This security feature ensures that only certain authorized users can gain access to determine where a particular customer has moved or is now residing.

[0248] In another exemplary embodiment, the DOIS can also be integrated to the facility data base (FDB), so that a link is created between the DOIS facility database and the FDB facility database. In this way, it is possible to generate reports to help manage DOIS facility data against FDB facility data. Thus, a DOIS user can gather information on a particular facility, such as the street address, the number of doors available to accept delivery trucks, whether it has a gate, runs on gas or electric, etc. The information between both databases is thus shared so that congruency between the databases can be maintained.

[0249] In one exemplary embodiment, a user can access the facility detail by selecting an installation from the tree chart of the Maintain District Organization window and hitting the Edit button. As previously discussed, the Maintain District Organization window can be accessed through the System Administration Workbench. In the Edit Facility Detail window, the user will be presented with a series of warning messages. The values coming from the DOIS database are validated before the window is opened. **FIG. 140** illustrates an exemplary Edit Facility detail window that opens after the user has accepted the last warning message. As shown, the window includes both the existing DOIS facility data as well as an area for FDB information. A Browse FDB button is also provided in this window. By selecting the Browse FDB button, the user can compare the finance number of the facility with the finance numbers listed in the Facility Selection window of the FDB database that pops up. Once in the Facility Selection window, the user can select a particular facility from the FDB grid (**FIG. 141**). If the user selects an inactive facility, the system will show a warning message and ask the user if he or she wishes to proceed. After this message, the system displays the Edit Facility window with the DOIS information and the updated FDB information. The user can save the link between the FDB and DOIS databases by selecting the OK button from the Edit Facility window (**FIG. 142**). To abort the changes, the user would select the Cancel button instead.

[0250] If the user wishes to add a new facility to the DOIS database and include FDB information, he or she would select an installation from the tree chart of the Maintain District Organization window and select the Add New Facility button. A New Facility window would then open, with the finance number from the selected installation filled in. After the user enters the appropriate information for the Type, City, State, ZIP Code™, and Name fields, he or she can select the OK button to create a new facility record. This facility record will be saved in the DOIS database, without a link to the FDB database. To complete the newly created record, the user would repeat the above-discussed steps.

[0251] It is also possible to generate district reports with FDB and DOIS database information using the present system. As shown in **FIG. 143**, the user can select the District Report button from the System Administrator Workbench window. The user would then be presented with the District Report window, from which he or she can select District Facilities without FDB Facility IDs or DOIS Variance Report buttons (**FIG. 144**). Selecting the District Facilities without FDB Facility IDs button would generate a district report for facilities without FDB facility ID, while selecting the DOIS Variance Report button would generate a district report for FDB variances whereby any difference in finance number, state, ZIP code™, sub type, or status

would result in an entry on that report. These report would thus enable the user to maintain data congruency between the DOIS and FSB databases.

[0252] Additionally, in an exemplary embodiment the system of the present invention can provide a function that tracks an office's compliance with the AM Standard Operating Procedures (AM SOP). From the data gathered, AM SOP certification team members will have the ability to edit and view the AM SOP certification status of DOIS. This function can be accessed by selecting the AM SOP Certification Status button from the System Administration Workbench window, as shown in **FIG. 145**. By selecting this button, AM SOP team members will be able to access, edit and view AM SOP certification status information for DOIS sites. **FIG. 146** illustrates an AM Standard Operating Procedures Certification Status window. This window allows the team members to record and view the certification status of an office. As shown, components such as the following can be tracked: date the AM SOP certification was completed; TOP audit results in the delivery section; TOP audit results overall; date the IOP was implemented; date the case configuration was completed; date the unit layout was approved; date the carrier schedule was approved; date the area review was conducted; and unit pass review results.

[0253] Upon entering the AM SOP window for the first time, the user may notice that the date fields are empty. After the user selects the type of certification status desired by checking the box next to the entry type (e.g., IOP, Case Configuration, Unit Layout, or Carrier Schedule), then the date field associated with that certification type can be populated with the current date or the date last entered in the system for that certification. An empty date field would indicate that the milestone or certification was not yet complete for that item. A user could change the date if needed by using the up and down arrows in the box next to the date field, or by manually entering the numbers. Selecting the Save button would save the information while selecting the Close button would close the window and discard any changes that were made. Once the AM SOP information has been recorded for a unit, the changes would appear upon entering the AM SOP window. Users would have the ability to revise the AM SOP information for any particular unit.

[0254] In yet another exemplary embodiment, the system can include a function to record volumes of mail (letters and flats) by trip. The method includes the ability to track the actual receipts of mail and to be able to track the volumes (letters and flats) by dispatch compared to the IOP. In one example, the method would require a supervisor to enter the source of the mail and arrival time prior to saving mail volumes. PM dispatches would also be recorded similar to AM dispatches. Further, miscellaneous route volumes would also be recorded. The method would also allow the recording of unit distribution, P.O. box, and rural route volumes for the delivery unit. With this function, DOIS would be able to calculate what time mail arrives at the carrier's cases, and be able to identify the time a carrier has, for example, 80% of their AM caseable mail and, for example, 100% of their flats for the day.

[0255] **FIG. 147** illustrates a Capture Mail Volume window adjacent to a Workload Status window of one embodiment of the present invention. The Workload Status window

shows the route, carrier, and the amount of time that carrier was over or under the expected time. The Capture Mail Volume—Manual window shows a list of the routes and the total volume of mail for those routes. By viewing the two windows side by side, a user is able to make business decisions based on the data shown in the displays.

[0256] **FIGS. 148 and 149** illustrate a Capture Mail Volumes—Manual window of another embodiment of the present invention, for withdrawal and roll-in sources, respectively. As shown in **FIG. 148**, if withdrawal is chosen as a source, then the arrival time is recorded prior to saving the information. If roll-in is the source chosen, as in **FIG. 149**, then the display button shows a roll-in button instead. This feature enables the system to record a time at which the volume of mail changes at the carriers' cases.

[0257] **FIGS. 150 and 151** illustrate a PM Available window and a PM Curtailed window, both of which are accessed through the Capture Mail Volume—Manual window. After choosing the date, the PM Available category field, and the Units field, the Display button can be enabled, showing a window similar to **FIG. 150**. If the user chooses the date, the category PM Curtailed in the category field, and the Units field, then a window similar to the one shown in **FIG. 151** will appear after selecting the Display button. These windows allow for the addition of recording dispatches, unit distributions, and automated caseable letters and automated caseable flats for PM dispatch arrivals.

[0258] **FIG. 152** illustrates an embodiment of a Capture Mail Volumes—DCD window. As shown, the user is asked to enter an arrival time for any withdrawal, thereby allowing the system to record a time at which the volume of mail changes at the carrier's case. The Transfer Volume Data button is enabled after the user enters a withdrawal time. Of course, the Capture Mail Volumes can also be manually entered, as previously discussed. For example, Capture Mail Volumes—Manual windows can be provided allowing the user to select the date, the category of route (i.e., rural, PO Box, or miscellaneous), and the units of mail volume field. **FIG. 153** illustrates such a window for a rural route. These windows enable the user to enter mail volumes specific to these types of routes, thereby providing a system that can capture more detailed information relating to the carrier's route.

[0259] **FIG. 154** illustrates a Maintain Dispatch Information window of the present embodiment, which can include columns for AM Dispatch, Arrival Time, Automated Letters, and Automated Flats. This information tells the user if the Dispatch trip is scheduled for the morning.

[0260] From the Capture Mail Volume window, a user can click on a route and access a Detailed Route Volume window similar to that shown in **FIG. 155**. This window can display the details of how the mail volumes were recorded for the day. The user can edit this screen, which would update the mail volumes for the day. If the user wishes to record or adjust a dispatch, he or she could use the Capture Daily Dispatch Information window, similar to the one shown in **FIG. 156**. From this window, the user can record a dispatch by pressing the Record Dispatch Trip button. A Record Dispatch Trip window similar to the one shown in **FIG. 157** would appear, allowing the user to enter the details about the trip that has arrived. The information would then be displayed on the Capture Daily Dispatch Information window after the user selects the Save button.

[0261] With this capture volume feature of the present embodiment of the invention, a user is also able to generate several reports with the captured data. For example, it is possible to generate a Volume Feedback Report by selecting that button. The report can be based on route detail, unit, or unit distribution. In the Unit Daily Performance Report, the Mail Volumes section can be broken down to include unit distribution of letters, flats, and parcels. The P.O. box entry would be broken down to include letters, flats, and parcels, and rural routes would include subcategories of DPS, letters, flats and parcels. This information can be displayed in a Mail Volume section of a unit daily performance report. A Unit Distribution Volume Feedback Report can also be generated using the present system to display unit distribution letters, flats, and parcels by day, including weekly totals for the selected unit. A representative Unit Distribution Volume Feedback Report is shown in **FIG. 158**.

[0262] Another report that can be generated is the Unit Volume Feedback Report, which can display the time when, for example, 80% of the carrier's mail to be cased is available for a selected week for all routes in the selected unit. The report can also display the time when, for example, 100% of the carriers flats to be cased are available for a selected week. A summary can be provided which would represent the totals for non-compliance, unscheduled trips and to the unit, and number of trips that were at least a certain time, such as 15 minutes, late, for the selected unit. A representative Unit Volume Feedback Report is illustrated in **FIG. 159**.

[0263] A Route Detail Volume Report can also be generated using the present system. The Route Detail Volume Report can display the time that, for example, 80% of the carriers' mail to be cased is available and when, for example, 100% of the carriers' flats to be cased are available. The report can provide a detailed view of roll-ins, dispatch trips and withdrawals for a route in one day. A representative Route Detail Volume Report is illustrated in **FIG. 160**.

[0264] **FIG. 161** illustrates one embodiment of the Route Adjustment System function of the DOIS. The route adjustment system is a tool that can be provided to help supervisors determine the value of a particular route. The route adjustment system also allows supervisors to be able to maintain a carrier's route time as close to 8 hours as possible. The system involves evaluation of the route at both the office and the street level. Data such as time allocation from both levels is collected and entered into the system, where the supervisor can analyze the data to detect inefficiencies and make determinations on how to improve and maintain an efficient route and carrier workforce.

[0265] **FIG. 161** illustrates a route details window of the Route Adjustment System of the present invention. All options for adjusting (approving) projections are available from the Workload Management menu. Selecting the Accountables Over Base option opens the Projection Adjustment window. Under Mail Volume, a user can click the Curtail or Delay Mail button and this would open the Save Mail Volume Manual Window. By highlight a row under Description, a user can click the Adjust Projection button and this would open the Project Adjustment window for that selected row. Further, the user can save any changes or entries after the requested time is adjusted. By "total projected time" what is meant is the sum of all the projected

time for this route. This time can be used in the calculation of the “approved route time,” which is calculated based on a regular route time (projected at eight hours) and any auxiliary route time.

[0266] The Approval or Disapproval buttons, as well as the Save and Cancel are enabled only after the requested time has been adjusted. When the Disapproved check button is checked a Comments box can be visible and enabled. In one embodiment, the Comments field is always required if the Disapproval box is checked.

[0267] FIG. 162 illustrates an exemplary Route Projection Adjustment window provided by the present invention. This window allows a user to adjust the standard street projection for a particular route, and to enter comments for the reason for the adjustment, such as for example construction deviation as shown in FIG. 163. FIG. 164 illustrates an Assignment Details window which allows a user to adjust an office time of a route. FIGS. 163 and 164 illustrate particular Assignment Details windows that appear when the assignment type is an AM Office Auxiliary or a Street Auxiliary. The AM Office Auxiliary assignment type may also lead the user to a Scheduled Carrier List window, as previously described, while the Street Auxiliary assignment type may further lead the user to pivot options similar to the features in the Pivot Route menu from the Supervisor’s Workbench.

[0268] FIG. 165 illustrates an exemplary Maintain Unit Information window. As shown, the window includes a Projection Adjustment Set-Up button that would allow the user to open a Unit Projection Adjustment Set-Up window similar to the one shown in FIG. 166. By providing an automated inclusion feature, a district administrator can automatically include any of the projection adjustments for all of the routes in a delivery unit, on a daily basis. The supervisor would not be required to manually approve each projection for every route, as some would be automatically recognized or approved. The supervisor would have the option to remove or adjust any projection adjustments on a daily basis to reflect current workloads through the Route Details window, however. Further, the system is configured such that a supervisor can retroactively enter adjustments for previously worked days. This option is beneficial where a supervisor has made, for example, an oral adjustment the previous day and did not enter that adjustment into the system due to time constraints or simply forgot to do so. By allowing the supervisor to retroactively record that adjustment into the system, a more accurate report and accounting can be made of the actual work performed for any given day or period.

[0269] Preferably, each of the system’s windows has a help button. The help button is window-sensitive and includes extensive online help, including a brief description of the purpose of the window.

[0270] This delivery operation information system of the present invention can be used for both city letter carriers and rural carriers. The embodiment of the system described above is tailored to city carriers, but could be used, preferably with appropriate alterations, for rural carriers. The system may also include an automatic budgeting feature allowing the user to tap into a national budget system for local downloads or data.

[0271] The system of the present invention can include several security features to prevent unauthorized access to

the system and also to protect the privacy of the identities within the system’s database. For example, it is understood that access to the system of the present invention can be controlled by granting selective access to authorized users only. For example, the Unit Feedback Report can be available to users with Manager access and Managers with National User access. Also, the system can be configured so that reports, such as for example the PS Form 3999, which include a carrier’s ID number (usually the carrier’s social security number) masks the first five characters and identifies only the last four digits of that ID number. Further, the system is configured to allow only users with a recognized profile to log on. If a user tries to log on to the system, and he or she does not have a recognized profile or the profile information is incorrect (i.e., no access to that level of the system), then a DOIS warning window similar to the one shown in FIG. 202 will appear. This DOIS window notifies the user that he or she must contact a DOIS coordinator to set up a user profile before proceeding further. Upon hitting the OK button, the application closes and prevents further access of the system by the unauthorized user.

[0272] In an exemplary embodiment, the Managed Service Points and Street Management System 380 can be divided into two subcomponents: Managed Service Points Maintenance and Managed Service Points Performance Reports. From the Managed Service Points Maintenance menu, a user can access features such as MSP Base Information Maintenance, MSP Location Report, MSP Label Request Status, and MSP Conversion. From the Managed Service Points Performance Reports menu, a user can access reports such as an MSP Overview Report, MSP Route Report, MSP Carrier Report, Missed Scan Report, Invalid Route Report, and Invalid Scan Report.

[0273] In one embodiment, the Route Inspections and Adjustments Workbench window can include an MSP Base Information Maintenance window in the Make/implement Adjustments frame. The window allows route inspectors to maintain MSPs during a route inspection. Additionally, the System Administration Workbench can include a button for an MSP Label Request Status window. This window enables system administrators to print, reject, request, or view the status of MSP barcode labels for the district. The MSP Base Information Maintenance window allows MSPs to be added, edited, and deleted from a DOIS route. The base information displayed includes the MSP Type, Address, Label Location, Scheduled Scan Time, Scheduled Interval, and a Saturday Non-Delivery Indicator. The MSP Label Request window is also accessible via this window. The MSP Label Request window allows users to request Office, Street, and Mailing Labels from system administration. System administrators can make requests for every facility in the district, whereas, delivery unit supervisors can only request labels for their unit. The label information displayed on the window includes the Delivery Unit, Route Number, MSP Type, Address, Label Location, Number of Labels Previously Requested, and a New MSP Indicator.

[0274] The MSP Label Request window can be accessible via the MSP Label Request Status window or the MSP Base Information Maintenance window. Both windows are located on the Street Management Tab of the Supervisor Workbench. The MSP Label Request Status window can also be accessed from the System Administration Workbench.

[0275] The System Administration Workbench, as well as the Street Management tab on the Supervisor Workbench, can also include an MSP Label Request Status window. The MSP Label Request Status window allows users to view the status of existing label requests. System administrators can view the status of all label requests in the district, and delivery unit supervisors can view the status of all label requests in the unit. Labels can have a status of Submitted, Printed, or Rejected. From this window, users also have access to the MSP Label Request window.

[0276] The MSP Print Label window can be accessed via the MSP Label Request Status window, if opened from the System Administration Workbench. The MSP Print Label window allows system administrators the ability to print requested labels. The user will first display the outstanding label requests. The information displayed for each label request includes: Delivery Unit, Route Number, MSP Type, Address, Label Location, Date Requested, Number of Labels Previously Requested, New MSP Indicator, and Status. Once the label requests are displayed, the user can select the labels to print or reject. If a label is being rejected, a comment must be entered describing the reason for rejection.

[0277] Also accessible from the Street Management tab on the Supervisor Workbench is an MSP Location Report function. This new MSP maintenance report displays MSP base information for a selected route. The report outlines the following for each route in the delivery unit: Regular Carrier, MSP Type, Address, Label Location, Scheduled Scan Time, and Scheduled Interval.

[0278] The present system can also generate an MSP Overview Report. This new report displays MSP performance data for an entire delivery unit. The following fields are displayed for each route in the delivery unit: Assigned Carrier, Actual On-Time Scan Percentage, Load Time (Scheduled, Actual, and Variance), Travel To Time (Scheduled, Actual, and Variance), Travel From Time (Scheduled, Actual, and Variance), Total Street Time (Scheduled, Actual, and Variance), and Keyed Entry Indicator. Delivery Unit Totals are also displayed for each of the above fields. Users can generate a Daily or a Weekly Summary of the report. If a Weekly Summary is generated, the report will display route and unit averages, instead of actuals, for each of the displayed fields. The MSP Overview Report can be viewed/printed the following day after MSP performance information has been uploaded into DOIS. It is accessible from the Street Management tab on the Supervisor Workbench.

[0279] Another report that can be generated using the present system is an MSP Route Report. This new report displays MSP performance data for one or all routes in a delivery unit. The following fields are displayed for each route: MSP Type, Address, Assigned Carrier, Scan Time (Scheduled, Actual, and Variance), and Keyed Entry Indicator. Users can generate a Daily or a Weekly Summary of the report. If a Weekly Summary is generated, the report will display the Average Scan Time, instead of the Actual Scan Time. The MSP Route Report can be viewed/printed the following day after MSP performance information has been uploaded into DOIS. It is accessible from the Street Management tab on the Supervisor Workbench.

[0280] Yet another report that can be generated is an MSP Carrier Report. This new report displays MSP performance data for one or all carriers in a delivery unit. The following fields are displayed for each carrier: Route Number, MSP Type, Address, Scan Time (Adjusted Scheduled, Scheduled,

Actual, and Variance to Scheduled), Scan Interval (Adjusted Scheduled, Actual, and Variance to Adjusted Scheduled), and Keyed Entry Indicator. The MSP Carrier Report can be viewed/printed the following day after MSP performance information has been uploaded into DOIS and can be generated for a single service date. It is accessible from the Street Management tab on the Supervisor Workbench.

[0281] The system can also generate a Missed Scan Report. This new report displays missed scan statistics for each route in the delivery unit. The following fields are displayed for each route: Assigned Carrier, Possible Office Scans, Actual Office Scans, Office Scan Percentage, Possible Street Scans, Actual Street Scans, and Street Scan Percentage. Delivery Unit Totals are also displayed for each of the above fields. The Missed Scan Report can be viewed/printed the following day after MSP performance information has been uploaded into DOIS. It can be generated for a service date or for a service week. The report is accessible from the Street Management tab on the Supervisor Workbench.

[0282] Another report that can be generated with the present system is an Invalid Route Report. The Invalid Route Report identifies the carriers in the delivery unit that have logged into the Mobile Data Collection Device (MDCD) using an invalid route number. An invalid route number is defined as one that is not recognized by DOIS. The report displays the following fields for each invalid route: Carrier Name, Invalid Route Number, DOIS Assigned Route Number, and Hot Case Route Number. The Invalid Route Report can be viewed/printed the following day after MSP performance information has been uploaded into DOIS and can be generated for a single service date. It is accessible from the Street Management tab on the Supervisor Workbench.

[0283] Still a further report that can be generated is an Invalid Scan Report. This new report displays MSP performance data for each invalid scan during the selected service date. The following fields are displayed on the report: Route Number, Actual Carrier, Address, and Actual Scan Time. The Invalid Scan Report can be viewed/printed the following day after MSP performance information has been uploaded into DOIS and can be generated for a single service date. It is accessible from the Street Management tab on the Supervisor Workbench.

[0284] For the Carrier/Route Assignment Report menu, in one embodiment the Service Date field can be removed. Since the Revised Carrier/Route Assignment Report is a planning report, it will only be generated for the current service date. Further, in this embodiment the Report Type frame can be removed. The user can only select a carrier since the report focuses specifically on the selected carrier's line of travel for the current service date. In addition, the Revised Carrier/Route Assignment Report can be configured to focus specifically on a carrier's line of travel. MSP functionality has also been added to the report. The Carrier/Route Report can be generated for any carrier with a street or street assistance assignment. This report can be accessible from the Daily Workload Management tab on the Supervisor Workbench.

[0285] In one embodiment, the Unit Feedback Report can display MSP functionality. The MSP Overview Report can be added to the Timeliness of Reports sub-section of Quality Practices. Users can view the First Use, Last Use, and Times Used statistics for this report. In addition, MSP Management data can be added to the Effectiveness section. The following values can be displayed under this sub-category: Pos-

sible Office Scans, Missed Office Scans, Office Scan Percentage, Possible Street Scans, Missed Street Scans, Invalid Street Scans, Street Scan Percentage, and On-Time Street Scan Percentage. This report can be accessible from the Performance Reports tab on the Supervisor Workbench.

[0286] Additionally, the Non-Delivery Point Maintenance window can be accessible from the Route Inspections and Adjustments Workbench and the Route and Unit Maintenance tab on the Supervisor Workbench. An Add Non-Delivery Point window can be accessible from the Route Re-sequencing window in the Route portion of DOIS. Further, an Edit Non-Delivery Point window can also be accessible from the Non-Delivery Point Maintenance window and the Route Re-sequencing window. Also, a 3999 Data Capture/Summary window can be accessible from the 3999 Data Capture Record Selection window on the Route Inspections and Adjustments Workbench and the Route and Unit Maintenance tab on the Supervisor Workbench. And, a Route Re-Sequencing window providing access to the MSP Base Information Maintenance window can be accessible from the Create Adjustment Scenarios window on the Route Inspections and Adjustments Workbench.

[0287] Other embodiments of the invention will be apparent to those skilled in the art from consideration of the specification and practice of the invention disclosed herein. For example, the entire system could be made available to users online. It is intended that the specification and examples be exemplary only, with a true scope and spirit of the invention being indicated by the following claims.

What is claimed is:

1. A method for daily management of the delivery of articles over routes comprising:

developing a first database that identifies routes for delivery of articles;

developing a second database that identifies the volume of articles to be delivered along each route;

developing a third database that identifies a set of carriers and said carriers' availability and workload capacity, wherein workload capacity comprises a total number of available work hours for that carrier;

determining an estimated work time for completing said identified routes;

providing display screens selectively showing said data from said first, second, and third databases;

assigning carriers to routes;

determining a variance between said estimated work time for completing said identified routes and the available work hours for the carrier or carriers assigned to each route; and

adjusting the assignment of carriers such that said variance for each of said routes approaches zero.

2. The method of claim 1, further including the step of determining which carrier has requested to work overtime.

3. The method of claim 2, wherein the step of assigning is performed such that each carrier requesting overtime works for more than eight hours.

4. The method of claim 1, wherein the step of assigning is performed such that each carrier works for approximately eight hours.

5. The method of claim 1, wherein the estimated work time includes total office time.

6. The method of claim 1, wherein the estimated work time includes route time.

7. The method of claim 1, wherein the estimated work time is determined by the volume of articles to be delivered.

8. The method of claim 1, wherein the step of adjusting comprises changing a carrier's start time.

9. The method of claim 1, wherein the step of adjusting comprises changing at least one segment of the route.

10. The method of claim 1, wherein the step of adjusting comprises assigning another carrier to assist on a route.

11. A system for daily management of the delivery of articles over routes comprising:

a first database that identifies routes for delivery of articles;

a second database that identifies the volume of articles to be delivered along each route;

a third database that identifies a set of carriers and said carriers' availability and workload capacity, wherein workload capacity comprises a total number of available work hours for that carrier;

a component for determining an estimated work time for completing said identified routes;

a display screen for selectively showing said data from said first, second, and third databases;

a component for assigning carriers to routes;

a component for determining a variance between said estimated work time for completing said identified routes and the available work hours for the carrier or carriers assigned to each route; and

a component for adjusting the assignment of carriers such that said variance for each of said route approaches zero.

12. The system of claim 11, further including a component for determining which carrier has requested to work overtime.

13. The system of claim 12, further being configured to assign such that each carrier requesting overtime works for more than eight hours.

14. The system of claim 11, further being configured to assign such that each carrier works for approximately eight hours.

15. The system of claim 11, wherein the estimated work time includes total office time.

16. The system of claim 11, wherein the estimated work time includes route time.

17. The system of claim 11, wherein the estimated work time is determined by the volume of articles to be delivered.

18. The system of claim 11, wherein the component for adjusting is configured to change a carrier's start time.

19. The system of claim 11, wherein the component for adjusting is configured to change at least one segment of the route.

20. The system of claim 11, wherein the component for adjusting is configured to assign another carrier to assist on a route.