Chapter 1

Inventory of Points of Delivery Data recording sheet (form 038)

Overview Chapter #1

The inventory of the points of delivery (data recording) can be defined as the recording of all physical characteristics of points of call on an LDU and for an EDS (external delivery site) location.

EDS = External Delivery Site. It represents the physical location of a grouping of 1 or more CMB Sites.

CMB= Community Mail Box

- A CMB **site** will be up to three CMB modules
- A CMB **module** is one unit with customer compartments

Section 1 - General

Introduction

This section contains the following topics

- Forms used
- Identification of forms
- Grouping of forms

Form Used

038 "Inventory of the Points of Delivery (data recording)"

Identification

A separate inventory form 038 must be used for each LDU (including LVRs) and/or each EDS (external delivery site) location to which the letter carrier is expected to provide service and be assessed.

- For delivery to the door (DTD) only one LDU is to be listed on an individual form.
- For EDS location all LDU served by one LC route is to be listed on an individual form.
- Each form is to be identified as follows:

By FSA-LDU	• for LDU receiving LC service (sortation & delivery to the door) • **LDU's are either foot or motorized** **Note:** more specification on CMB EDS location 038 in section 7.

Grouping

The inventory sheets for each route are to be grouped together in line of travel.

Section 2 - Heading

Introduction

This section describes how to complete the:

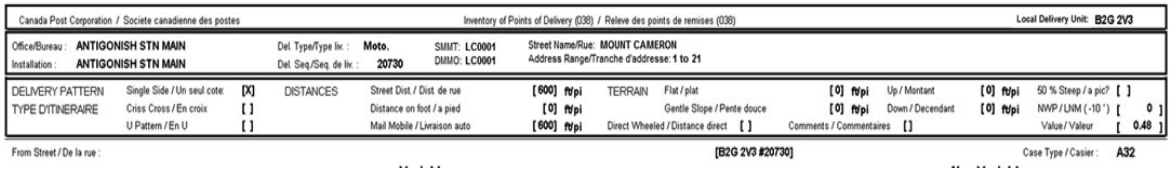
- "Heading" part of the "038" form

Heading

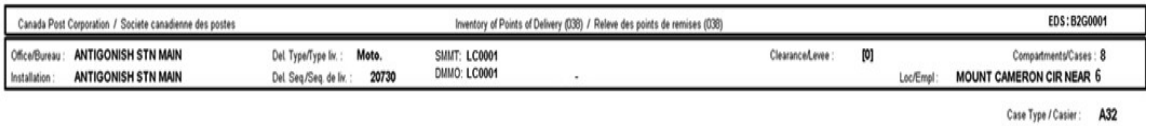
The following information is displayed;

Label	Description	Example
Office	Name of the Depot	ANTIGONISG STN MAIN
Installation	Name of the Installation	ANTIGONISG STN MAIN
Del Type	Type of delivery for the LDU or EDS	Moto
Del Seq	LDU sequence number	20730
SM	Sorted by	LC0001
DM	Deliver by	LC0001
For Door to door 038 only		
Street name	Name of the street	MOUNT CAMERON
Address Range	First and last POC covered by the LDU	1 to 21
For EDS 038 ONLY		
Clearance	Number of outgoing mail compartments that require a clearance	0
Compartment	Number of mail receptacle associated with the EDS	8
Loc	Location of the EDS	MOUNT CAMERON CIR NEAR 6

DTD Header:



EDS Header:



Note: case type used by the LC route will also be shown on each 038.

Section 3 - Points of Call

Introduction This section describes how to complete the:

- "Points of Call" part of the "038" form

Points of Call Record the householder information for each occupied point of call and the consumer's choice whether to receive unaddressed Admail or not.
Case separation information will also be shown for each POC.

From:	Indicate the cross street or boundary located at the beginning of the LDU. (e.g. Jones Ave, railroad, river, street numbers, floor number in a building, etc.).
To:	Indicate the cross street or boundary located at the end of the LDU being inventoried (following the last call) (e.g. Jones Ave, railroad, river, street numbers, floor number in a building, etc.).
AM Obligatory	Identifies the point of call that must be delivered in the AM portion of the route

Note: from and to information are only available for delivery to the door 038.

Section 3 - Points of Call

Number & Street

- Record the municipal number and street name of the first POC of the LDU being inventoried commencing at the intersecting street identified at the top of the "038". Or of the first POC serviced by a LC route on the EDS location.

- On subsequent lines, record the municipal number of each point of call, using one line for each address.

  - For **businesses and/or apartment buildings,** identify the name where applicable.
  - Where a point of call is under construction, as defined in Chapter 8, but not yet occupied, enter the address and record it as vacant.
  - For delivery to the door 038 when there are multiple points of call in the same building or building complex address, create a building or building complex. Credit the appropriate distances (to and from) and time credits attributable to the building, and credit the appropriate distances and time credits attributable to the apartment/suites/floors.

Note: In the case of "directs" and "Callers", where the carrier prepares the mail but normally does not deliver, in AIM select 'Direct' or 'Caller' in the field 'Alternate delivery'.

Mix TP types

- When a portion of the POCs on an LDU are served at the door and the remaining POCs are served in a CMB..

Mix EDS

- When LDUs are served in multiple EDS locations.

Type

R	for residential type calls (including townhouses)
A	for apartment type calls.
C	• for commercial calls. • for "Direct" or "Caller" calls (for which the carrier prepares the mail but normally does not deliver), in AIM select 'Direct' or 'Caller' in the field 'Alternate delivery'. Although no receptacle value is to be given, record the type of mail receptacle present at this address..

Section 4 Street Distance

Introduction	This section describes how to complete the "Street Distance" part of the Door to Door "038"
Street Distance	Record physical characteristics of the LDU street distance.

Delivery pattern

Delivery Pattern	Record the type of delivery pattern for a LDU.

Indicate by means of a check mark in the square provided whether delivery to the LDU is made:

- to one side only
- criss cross
- U shaped pattern

Note: When delivery pattern is complex, e.g. townhouse, malls, etc., a diagram showing the delivery pattern for that particular LDU must be drawn on a separate sheet and inserted in the route kit. The diagram must contain the FSA LDU and indicate if the L.C. exits at a different place.

Section 4 - Street Distance

Terrain

Record the physical characteristics of the street.

Indicate the distance:

- walked on the street
  and/or
- driven on the street

by the delivery employee to provide delivery to all points of delivery.

Exception:

If there are fewer than 3 POC's to serve on a street, and the letter carrier does not have to walk past these POC's to serve other POC's, record the actual distance for the appropriate POC's as 'Variable distance' (see example Table 3).
Note: Select the 038 Direct wheeled indicator in AIM

Flat:	Indicate the street distance (feet) traveled by the letter carrier on levelled surface.
Gentle Slope	Indicate the street distance (feet) traveled by the letter carrier on either up or down grade
Steep Slope - Up	Indicate the street distance (feet) traveled by the letter carrier on steep up grade.
Steep Slope - Down	Indicate the street distance (feet) traveled by the letter carrier on steep down grade.
Over 50% steep pathways:	Indicate if more than 50% of the pathways to the receptacles are steep.

Note: On the "038", at the LDU level, the total distance on foot (variable & non-variable) and the single street distance will be adjusted to account for the Natural Walk Pattern.

Section 4 - Street Distance

Street Distance - Single Street Distance - LDU

Single Street Distance Record the LDU length (ft)

LDU Record the single street distance for the DTD LDU.

Measurement LDU Measure from the center of intersecting points (boundaries) in all cases.

- Distances are to be measured on a scaled map
- Any scale equivalent to between 100 and 500 feet per inch is acceptable.
- The scale map must be verified before use.
  The suggested number of LDU distances to be verified using the measuring wheel is 5% taken from different areas of the FSA. The wheeled distance will be considered the final result.

Table 1

IF **the LDU is...**	**THEN** **LDU length is...**
Single sided	• the single LDU street distance only. This rule applies even if the opposite side of the street is dead walk.
Covering both sides of the street	• double the single LDU street distance.
Unique e.g. LVRs, apartments, office building, etc.,	Motorized • Distance = zero (0) In the comment field indicate to which LDU the "LDU" street distance has been credited.
	Foot letter carrier • Distance = zero (0). In the comment field indicate to which LDU the "LDU" street distance has been credited.
Assigned to CMBs	Motorized • Distance = zero (0) The appropriate driving distance will be credited to the route as dead driving.
	Foot letter carrier • Distance = zero (0) Apply "Unique LDUs" rules.

Section 4 – Street distance

Single Street Distance - Actual Street Dist. on Foot

Actual Street Dist. on Foot	Record the actual street distance walked by the delivery employee to provide delivery to the door to all points of call following the most effective street delivery line.

Measurement, Actual Street Dist. on Foot

Table 2

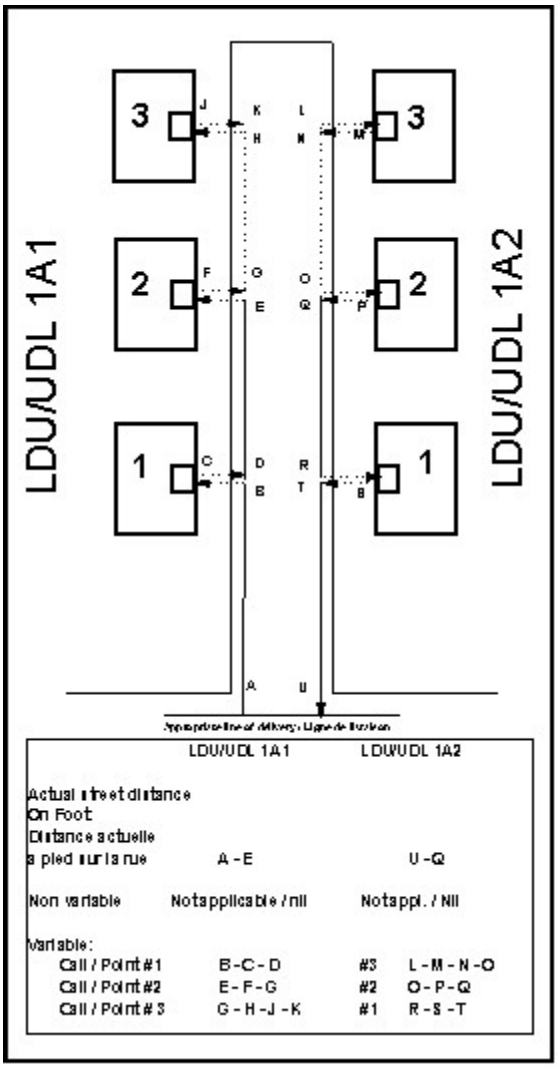
FOR	THEN
LDUs delivered to the door	• Same as table 1. Except: Two LDUs Criss Cross pattern or cul de sacs & dead ends
Two LDU Crisscross	• Credit the first LDU with the single LDU distance. • Credit the second LDU with 1/2 the single LDU distance, note at the bottom of the 038 the reason for reduced distance. **Note:** In the case where the second LDU has only a few calls to served do not assess using the "Crisscross" rules, rather credit the actual pacing to provide service to these calls.
Cul de Sacs	• Start measuring **FROM:** - the appropriate point on the approaching line of delivery - or 2' 6" from the curb - or 2' 6" from the inner edge of the sidewalk
	• **TO:** - the delivery points, following the most efficient street delivery line to provide delivery to all active points of call on the cul de sac.
Dead Ends	• **Start measuring FROM:** **for all LDU's** - the appropriate point on the approaching line of delivery - or 2' 6" from the curb - or 2' 6" from the inner edge of the sidewalk
	TO: ● The second last delivery point, for single side LDUs and single dwellings. Street distances to provide delivery to the last points of call to be recorded as variable distances on foot. **See example Table 3**
	TO: ● The second last delivery point and double the distance for LDU covering both sides of the street and single dwellings. Street distances to provide delivery to the two last points call to be recorded as variable distances on foot. **See example Table 3**
	TO: ● The last delivery point and double the distance for LDU covering both sides of the street and multi-units. **See example Table 4**

Section 4 – Street distance

Single Street Distance - Actual Street Dist. on foot (cont'd.)

Dead End streets **Table 3**

Single side LDU & Single dwellings	**LDU covering both sides & Single dwellings ("U" pattern)**



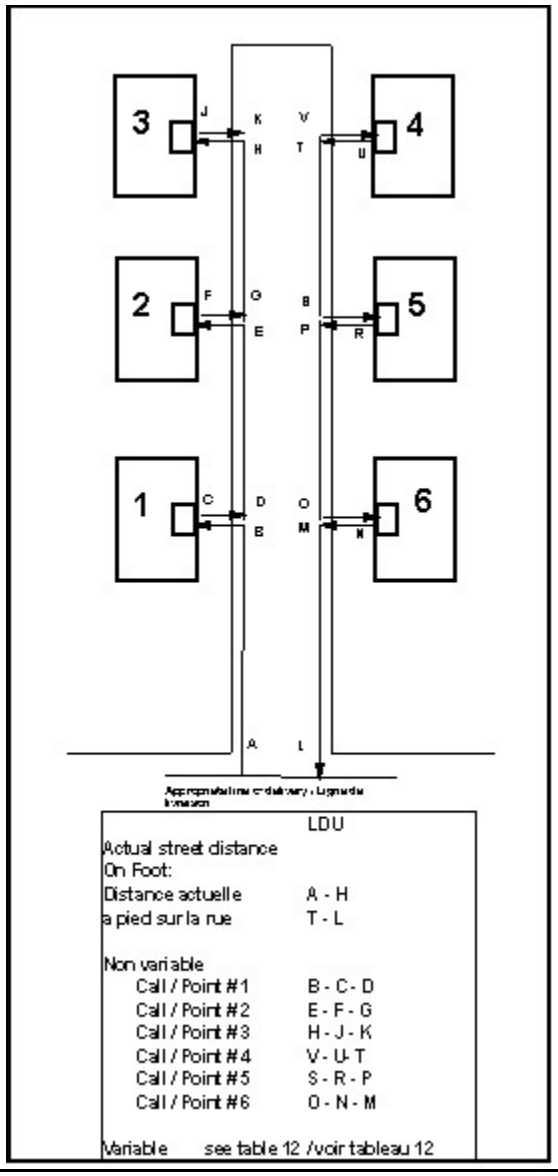
	LDU/UDL 1A1		LDU/UDL 1A2
Actual street distance On Foot: Distance actuelle à pied sur la rue	A - E		U - Q
Non variable	Not applicable / nil		Not appl. / Nil
Variable:			
Call / Point #1	B - C - D	#3	L - M - N - O
Call / Point #2	E - F - G	#2	O - P - Q
Call / Point #3	G - H - J - K	#1	R - S - T

Section 4 – Street distance

Single Street Distance - Actual Street Dist. on foot (cont'd.)

Dead End streets **Table 4**

LDU covering both sides & multi-units



	LDU
Actual street distance On Foot:	
Distance actuelle a pied sur la rue	A - H T - L
Non variable	
Call / Point #1	B - C - D
Call / Point #2	E - F - G
Call / Point #3	H - J - K
Call / Point #4	V - U- T
Call / Point #5	S - R - P
Call / Point #6	O - N - M
Variable	see table 12 /voir tableau 12

Section 4 – Street distance

Single Street Distance - Actual Street Dist. by Mailmobile

Actual Street Dist. by Mailmobile	Record the actual street distance driven by the delivery employee to provide delivery to the door to all points of delivery following the most effective street delivery line.

Table 5

IF:	**THEN**:
Vehicle is used as a relay box in a "U" delivery pattern. (park and loop)	• one (1) Park & Loop Stop' will be automatically credited on the 071 • The appropriate "Actual Street Distance on Foot" will be credited as it appears on the "038". • Credit the "Actual Street Distance by Mailmobile" where the vehicle must be driven on the LDU to reach the next delivery LDU , as dead drive This time credit will be automatically credited on the 071. • Credit each LDU and each point of delivery with the appropriate variable or non-variable values **as per section 5.**
	More than one trip to the vehicle is required
	If more than one "U" pattern block is served from a single location and the volume on the block will require the carrier to return to the vehicle to pick up additional mail on a regular basis, • Credit each "U" pattern with the applicable walking distance. Do not credit a second MM Stop. This activity is included in the first stop.

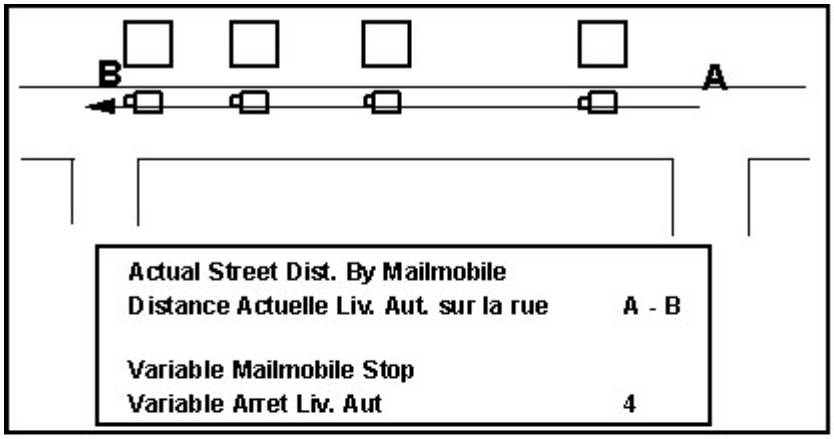
Section 4 – Street distance

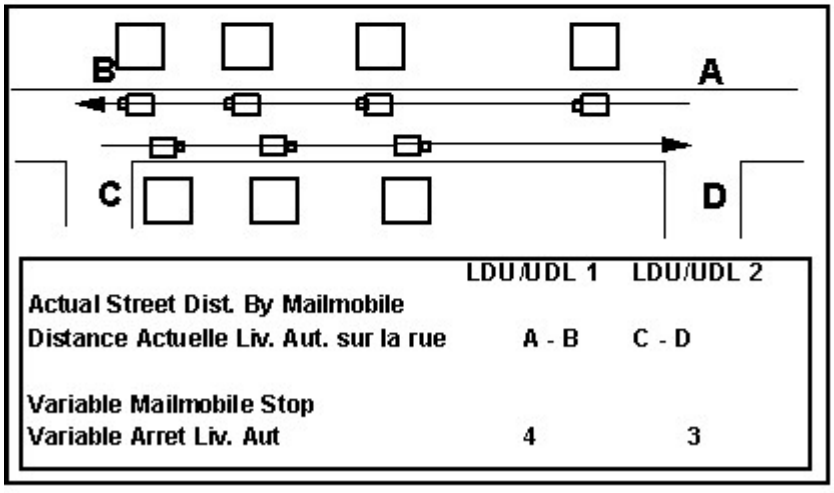
Single Street Distance

Actual Street Dist. by Mailmobile (cont'd.)

Table 5 cont'd.

IF:	**THEN**:
Door to door calls, (Stop and go)	• Credit the appropriate LDU with the appropriate number of: - Variable mailmobile stops = one stop for two (2) calls or less. - Non-variable mailmobile stops = one stop for three calls or more. • Credit the first LDU with the "Actual Distance by Mailmobile". • Credit each point of delivery with the appropriate variable or non-variable values as per section 5.



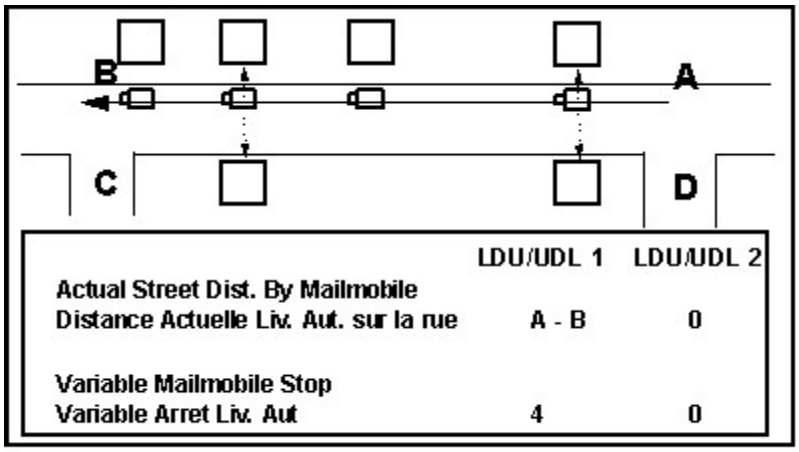


Section 4 – Street distance

Single Street Distance - Actual Street Dist. by Mailmobile (cont'd.)

Table 5 cont'd.

IF:	**THEN**:
opposite LDU has only a few calls	• do not assess using the "Criss cross" rules, • rather "direct wheel" the distance between where the employee obtains the mail from the vehicle to the point of call being delivered. • Credit as "Variable" for less than 2 POC's and as non-variable if for more than 2 POC's • Do not credit any street distance to the opposite LDU. **Note:** If a mailmobile stop is used to deliver more than 2 POCs credit a non-variable MM stop **Note:** This only applies if the street can be crossed safely



Variable or non-variable values for each point of delivery are credited **as per section 5.** All Variable and non-variable distances are measured from the normal delivery line:

- 2' 6" away from the curb (no sidewalk)
- or 2' 6" from the inner edge of the sidewalk.

Section 5 Variable and Non-variable

Introduction This section describes how to complete the:

- "Variable" part of the "038" form
- "Non-variable" part of the "038" form

Variable Record physical characteristics (from the delivery line to the mail receptacle) when the service is provided to two (2) or less points of delivery.

Non-variable Record physical characteristics (from the delivery line to the mail receptacle) when the service is provided to three (3) or more points of delivery.

Section 5 - Variable and Non-variable

NWP, Natural Walk Pattern

NWP Natural Walk Pattern

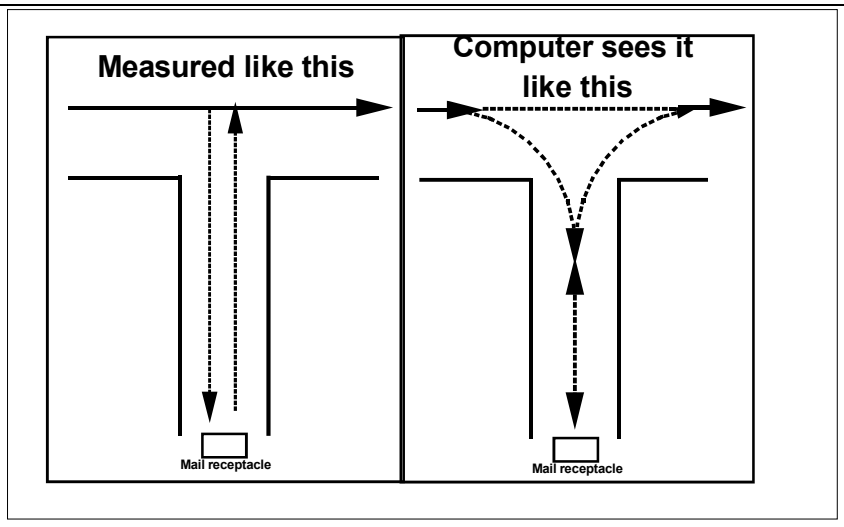
Natural walk pattern is an adjustment made to walking distance wherever a Letter Carrier is required to turn 90 degrees from the line of travel. This factor does not apply;

- when approaching a single point of delivery from a single mailmobile stop **or**
- where the mail receptacle, a door or a gate is located less than 5 feet from the approaching delivery line.

Natural walk can apply to both variable and non-variable distances. The number of occurrences of natural walk is determined by counting the number of 90-Degree turns from an approaching delivery line to complete delivery. Count each turn once.

Variable
Record the number of occurrences in which the rounding corner rule applies to the distance on foot measured, to provide service to two (2) or less points of call (The AIM program will automatically adjust the value).

Non-variable
Record the number of occurrences rounding corner rule apply to the distance on foot measured to provide service to three (3) or more points of call, (the AIM program will automatically adjust the value).

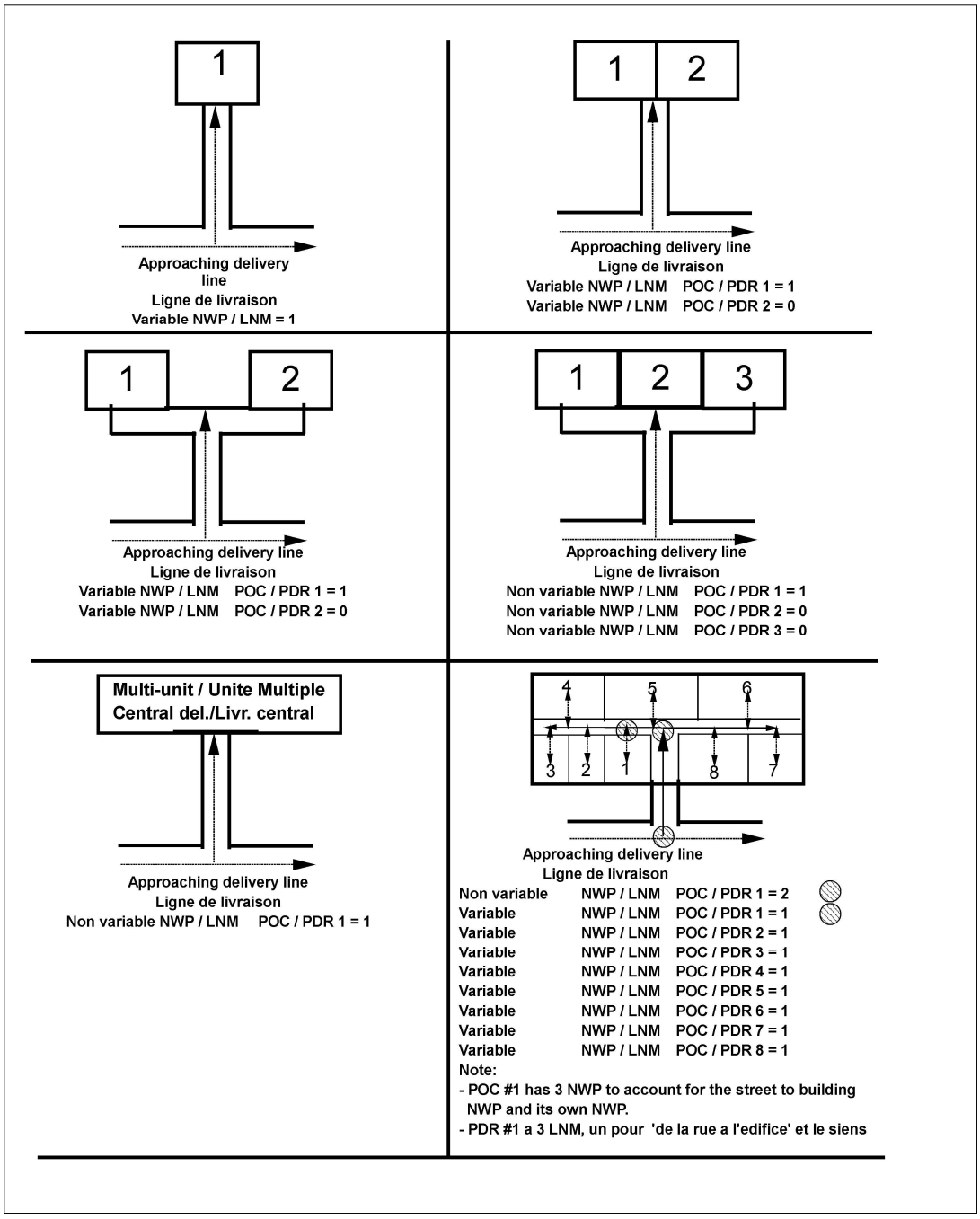


IF NWP...	Then...
Does not apply	Indicate “0” in the column
Does apply	Indicate the number of occurrences (1,2,3,etc)
See example Table 6	

Section 5 - Variable and Non-variable

NWP Natural Walk Pattern (cont'd.)

Table 6



Section 5 - Variable and Non-variable

Distance by Mailmobile

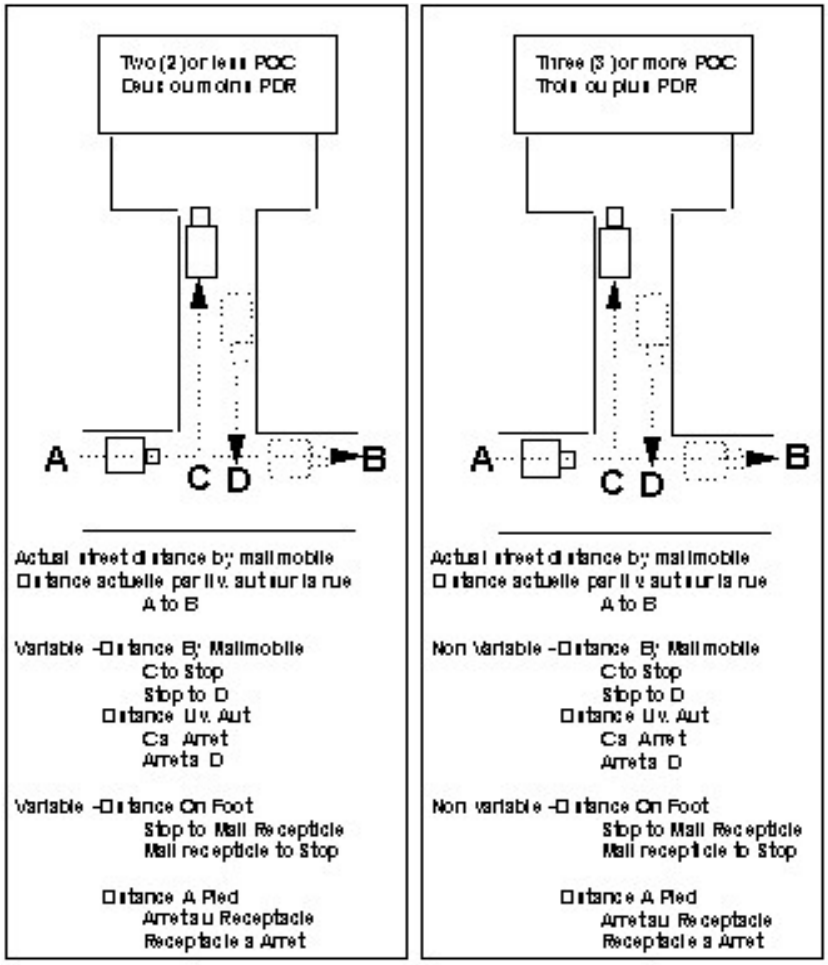
Distance by Mailmobile

Variable
Record the distance driven from the street to the point of call to provide service to two (2) or less points of call. **See Table 7.**

Note: Variable Distance by Mailmobile may also be used to replace the street distance driven on the LDU where the distance is driven to serve two (2) points of call or less and where the full LDU length is not driven.

Non-variable
Record the distance driven from the street to the mail receptacle to provide service to three (3) or more points of call. **See Table 7.**

Table 7



Section 5 - Variable and Non-variable

Distance On Foot

Distance on Foot

Variable:
Record the walking distance from the approaching delivery line to the mail receptacle to provide service to two (2) or less points of call.

Note: Variable Distance on Foot may also be used to record walking street distance on the LDU where the delivery pattern is "U" and service is provided to two or less points of call.

Non-variable:
Record the walking distance from the approaching delivery line to the mail receptacle to provide service to three (3) or more points of call

Units of measure:
Feet and inches

Measurement

Calculate the number of feet and inches from the street delivery line to the delivery point and back to the street delivery line

Step	Action
1	Measure **From:** • the normal walking area • **or** 2' 6" outward from the inner edge of the sidewalk • **or** 2' 6" outward from the curb (no sidewalk)
2	Measure **To:** • 15 inches from the mail receptacle for "R" and "M" type • **or** 15 inches facing the lock of the first apartment panel. • **or** 15 inches in front of the mail room door, credit one door (distances inside mail room are included in the mail receptacle value)
3	Double it (if appropriate) **See Tables: 8, 9, 10, 11, 12 for foot routes and 7, 13, 14 for motorized routes**

Note: The "Total Physical Characteristics" for the "Distance on Foot" total will be adjusted by the AIM program "038" to account for:
- NWP impact by **adding** 5.7 feet for every NWP.
- Receptacles by **deducting** 30 inches for every R & M mail receptacle because their respective time values include this distance

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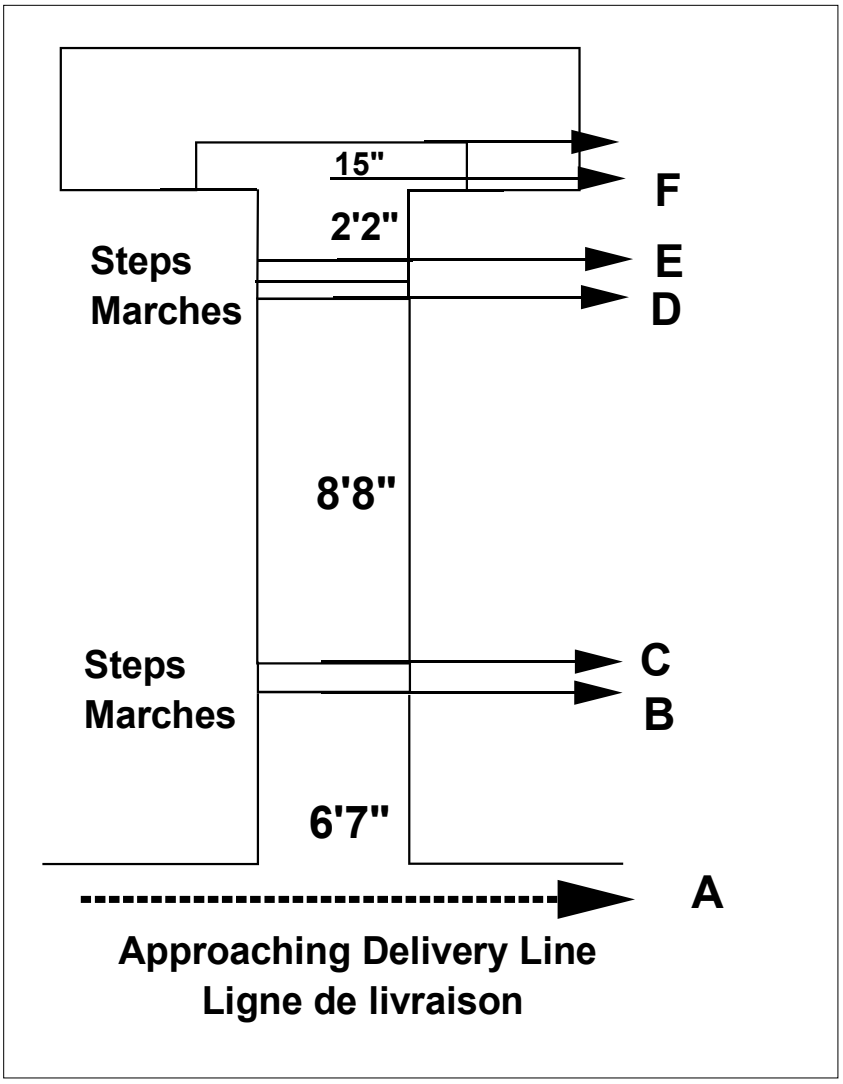
Section 5 - Variable and Non-variable

Distance on Foot

Table 8

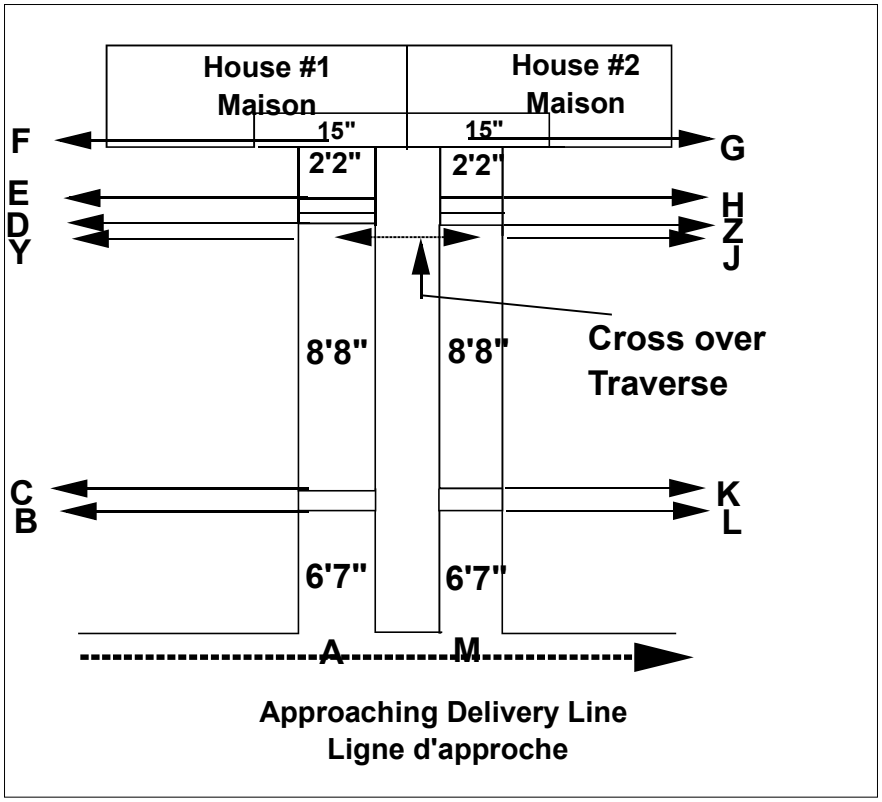


Feet in	**A-B**	**6' 7"**	**Stairs in**	**B-C**	**2**
	C-D	**8' 8"**		**D-E**	**3**
	E-F	**2' 2"**			
Sub total					
Street to house		**17' 5"**			**5**
House to street		**17' 5"**			**5**
Total		**34' 10"**			**10**

Section 5 - Variable and Non-variable

Distance on Foot

Table 9

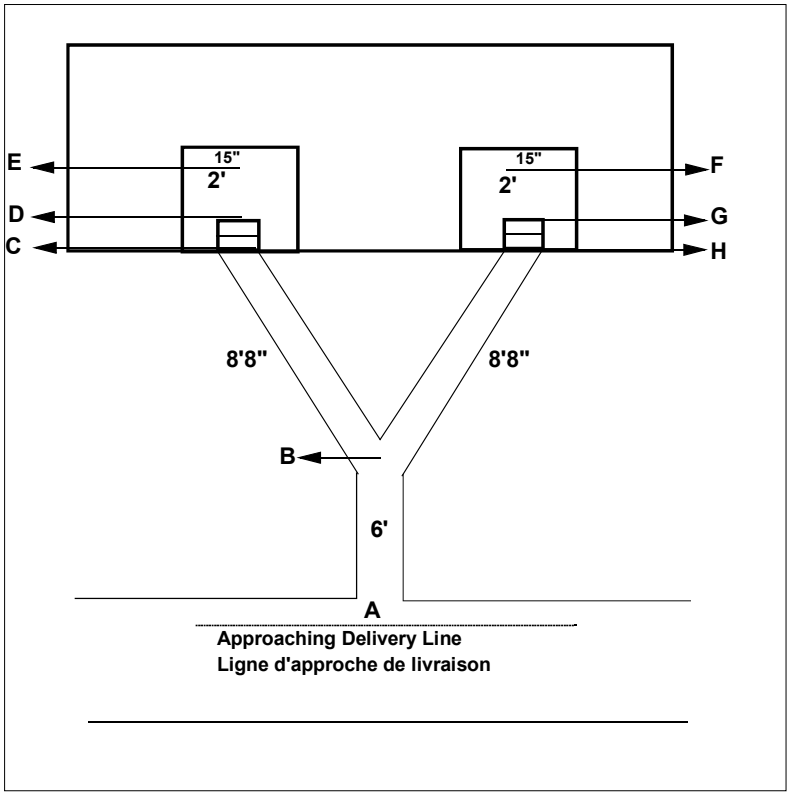


House #1						House #2					
Feet in	A-B	6' 7"	Stairs in	B-C	2	Feet in	J-Z	2' 6"	Stairs in	J-H	3
	C-D	8' 8"		D-E	3		H-G	2' 2"			
	E-F	2' 2"									
Sub total in Street to house		17' 5"			5	Sub total in Street to house		4' 8"			3
Feet out	F-E	2' 2"	Stairs out	E-D	3	Feet out	G-H	2' 2"	Stairs out	H-J	3
	D-Y	2' 6"					J-K	8' 8"		K-L	2
							L-M	6' 7"			
Sub total out		4' 8"			8	Sub total out		17' 5"			5
Total		22' 1"			8	Total		22' 1"			8

Section 5 - Variable and Non-variable

Distance on Foot

Table 10

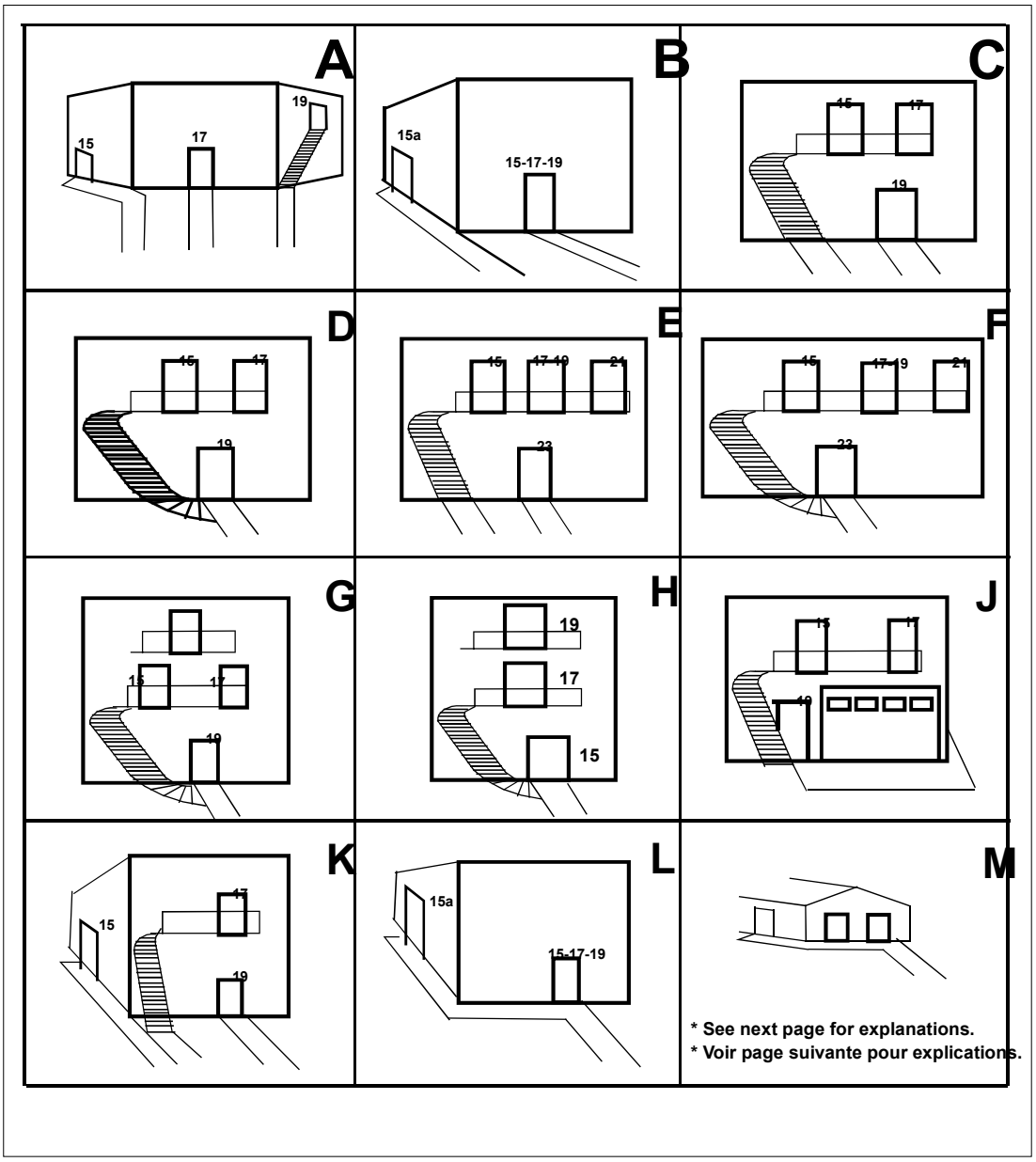


House #1					House #2				
Feet in	A-B	6'	Stairs in C-D	3	Feet in	B-H	8' 8"	Stairs in H-G	3
	B-C	8' 8"				G-F	2'		
	D-E	2'							
Sub total in Street to house		16' 8"		3	Sub total in Street to house		10' 8"		3
Feet out	E-D	2'	Stairs out D-C	3	Feet out	F-G	2'	Stairs out G-H	3
	C-B	8' 8"				H-B	8' 8"		
						B-A	6'		
Sub total out		10' 8"		3	Sub total out		16' 8"		3
Total		27' 4"		6	Total		27' 4"		6

Section 5 - Variable and Non-variable

Distance On Foot

Other examples **Table 11**



Note: Mail receptacles are located at the door where address appears.

Section 5 - Variable and Non-variable

Distance On Foot

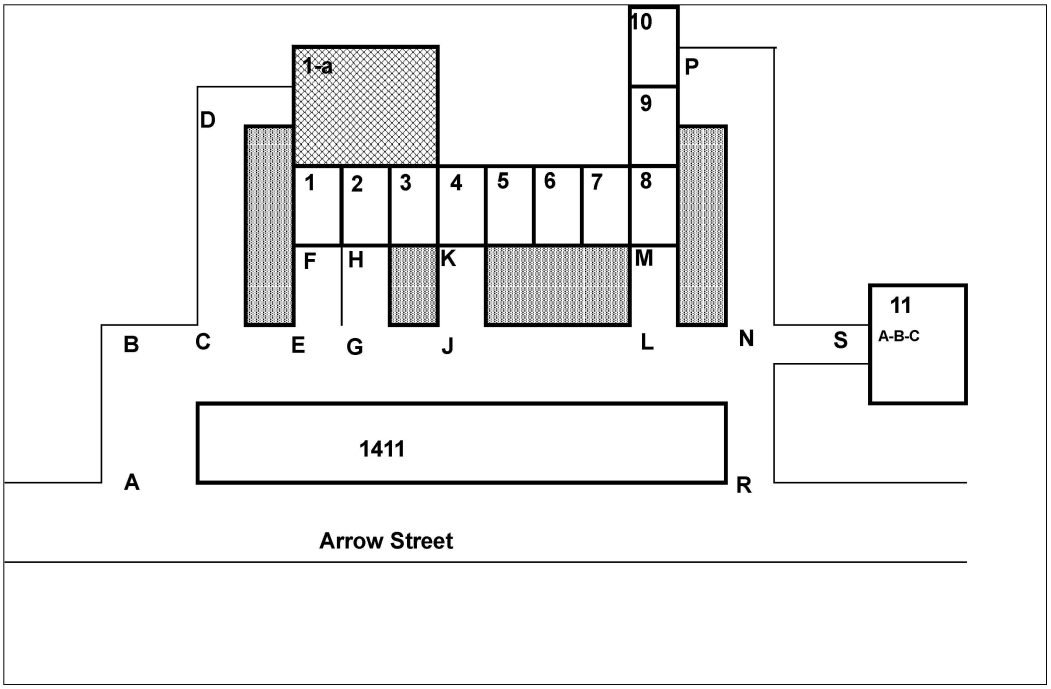
SITUATION **Table 11** cont'd.

A. -	15-17-19	- VARIABLE
	Note: Cross over rules may apply, see "Cross over" section 5.	
B.	15A	- VARIABLE
	15-17-19	- NON-VARIABLE
C.	15-17-19	- VARIABLE, unless note at A applies.
D.	Distance to bottom of stairs	- NON-VARIABLE
	15-17-19	- VARIABLE
E.	15-17-19	- NON-VARIABLE
	21	- VARIABLE
	23	- VARIABLE - unless note at A applies.
F.	Distance to bottom of stairs	-NON-VARIABLE
	15-17-19	- NON- VARIABLE
	21-23	- VARIABLE
G.	Distance to bottom of stairs	-NON-VARIABLE
	15-17-19	-VARIABLE
H.	Distance to bottom of stairs	-NON VARIABLE
	15-17-19	-VARIABLE
J.	Distance to bottom of stairs	-NON-VARIABLE
	15-17-19	-VARIABLE
K.	15-17-19	- VARIABLE - Unless note at A applies to <u>all</u> pathways.
L.	15-17-19	- NON-VARIABLE
	15A	-VARIABLE
M.	3 Calls	- Common pathway from street line NON-VARIABLE.
		- Side call - VARIABLE

Section 5 - Variable and Non-variable

Distance on Foot

Multiple unit complexes **Table 12**



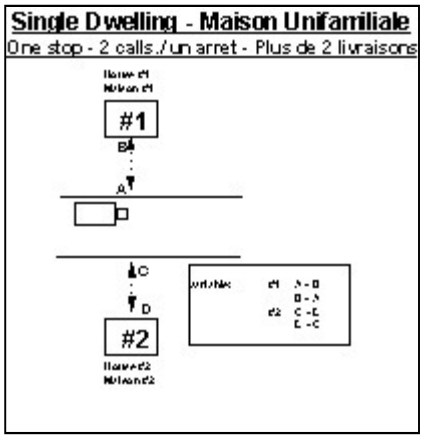
A -B	**Non-variable.**
B - C	**Included in street distance.**
C - D - C	**Variable (1-a).**
C - E	**Included in street distance.**
E - F - E	**Variable (1).**
E - G	**Included in street distance.**
G - H - G	**Variable (2, 3).**
G - J	**Included in street distance.**
J - K - J	**Variable (4, 5).**
J - L	**Included in street distance.**
L - M - L	**Non-variable (6, 7, 8).**
L - N	**Included in street distance.**
N - P - N	**Variable (9, 10).**
N - S - N	**Non-variable (11 a, b, c).**
N - R	**Non-variable.**

Note: Letter Carrier enters at Point "A" and exits at point "R", therefore the distance between "B" and "N" is included in the street distance.

Section 5 - Variable and Non-variable

Distance on Foot - Motorized Route

Table 13



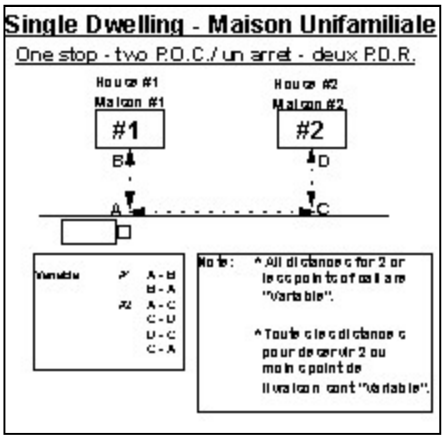
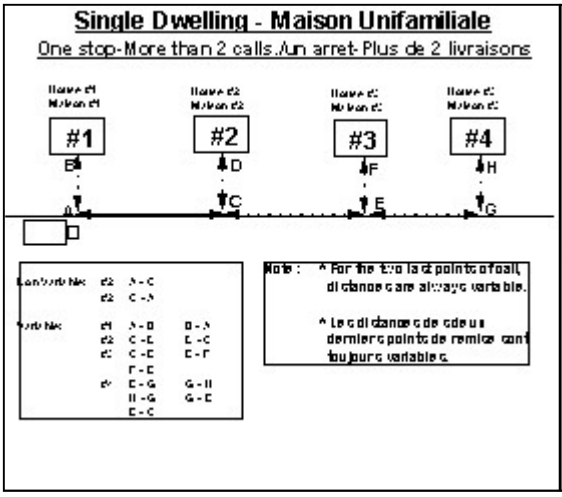
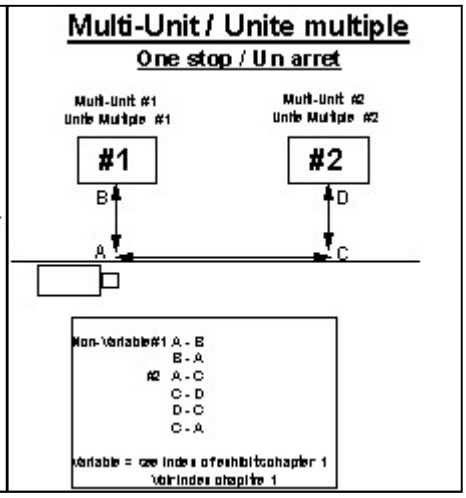


Table 14



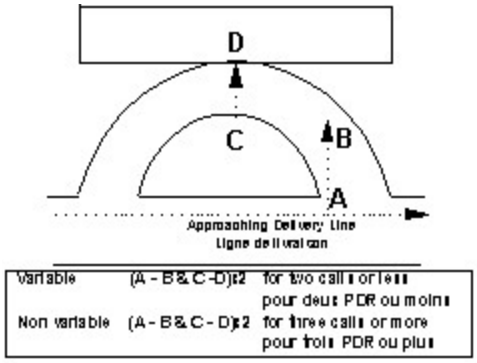


Section 5 - Variable and Non-variable

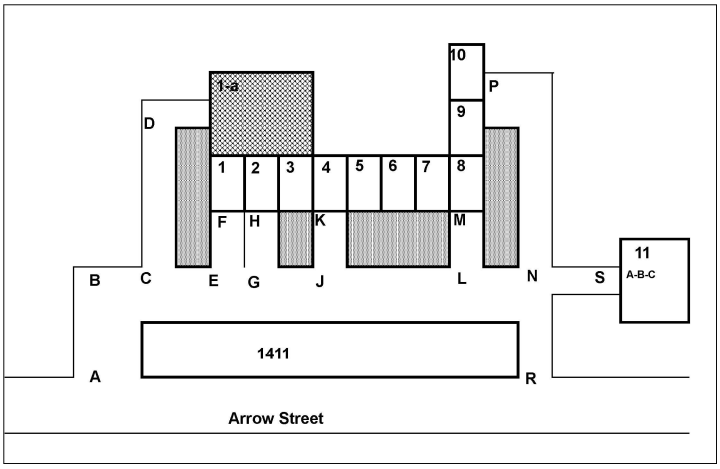
Distance on Foot

Notes (measurement)

- For building equipped with **semi-circular pathway:**



- For building with an exit point further along the original line of travel, the number of feet between the entry and exit points is not to be recorded. This distance is already assessed with the street distance.



A -B	**Non-variable.**	**J - K - J**	**Variable (4, 5).**
B - C	**Included in street distance.**	**J - L**	**Included in street distance.**
C - D - C	**Variable (1 a).**	**L - M - L**	**Non-variable (6, 7, 8).**
C - E	**Included in street distance.**	**L - N**	**Included in street distance.**
E - F - E	**Variable (1).**	**N - P - N**	**Variable (9, 10).**
E - G	**Included in street distance.**	**N - S - N**	**Non-variable (11 a, b, c).**
G - H - G	**Variable (2, 3).**	**N - R**	**Non-variable.**
G - J	**Included in street distance.**		

Section 5 - Variable and Non-variable

Distance on Foot

Notes (Cont'd)

- For door-to-door service to apartments or office buildings, where the exit point is the same as the entry point, all intervening internal distances measured in feet and inches are to be counted.

- For commercial calls served by motorized routes which receive quantities of mail on a regular basis that require the driver to make more than one trip from the vehicle to the point of delivery, additional values may be necessary. The following procedures should be followed:

Step	Action
1	During the volume count, identify those addresses which receive such volumes on a daily basis..
2	On the 038 enter the physical characteristics (feet, stairs, doors etc..) for the point of call times the number of trips required. **Do not credit** a second mail receptacle or Mailmobile stop.
3	Make a notation next to the address indicating that additional values have been credited to compensate for "X" trips between the vehicle and delivery point.
Note:	• Use of handcarts, wherever possible, should be considered at to reduce or eliminate extra trips.

Cross Over Between Pathways

For foot routes: do not credit cross over distances, as these are in the "Street distance - Actual distance on foot".

For motorized routes (stop & go): credit cross over distances,

Cross over could be made at the most logical point where

- the distance between the pathways is 24 inches or less (cross over grass is allowed).
- the distance between the pathways is more than 24 inches and the customer property will not be damaged by the repetitive cross over. (walking on stone, gravel, etc., excluding grass)
- the letter carrier is not required to surmount any obstacles.

Section 5 - Variable and Non-variable

Stair Steps

Stair Steps

Variable
Record the total of all stair steps, from the street to the delivery point, which must be ascended/descended to provide service to two (2) or less points of call.

Non-variable
Record the total of all stair steps, from the street to the delivery point, which must be ascended/descended to provide service to three (3) or more points of call.

Note:
A small abrupt level change or multiple small abrupt level changes separated by more than 10 feet (8 inches or lower) are not stair/steps and should not be counted. Curbs and sidewalks are never counted
See Table 15, 16, 17

Measurement

Step	Action
1	Measure **From:** • the normal walking area • **or** 2' 6" outward from the inner edge of the sidewalk • **or** 2' 6" outward from the curb (no sidewalk)
2	Measure **To:** • the nose of the first step up or down
3	And **FROM:** • the nose of the last step down or up
4	And **To:** • 15 inches from the mail receptacle.
5	Double where a second trip is normally required

- For escalators in malls and office complexes, time using stopwatch

Section 5 - Variable and Non-variable

Stair Steps

Table 15

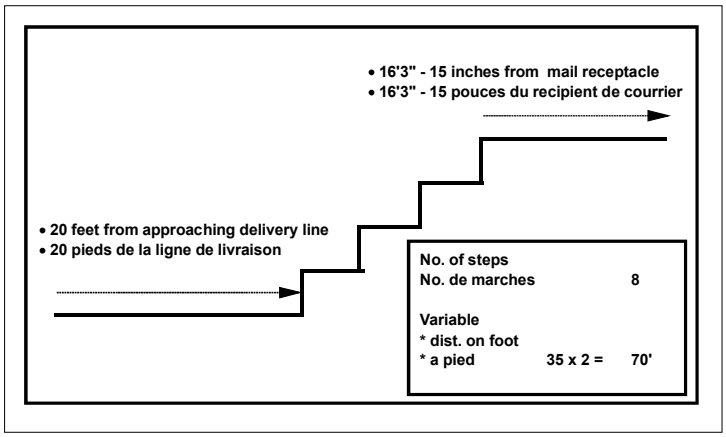


Table 16

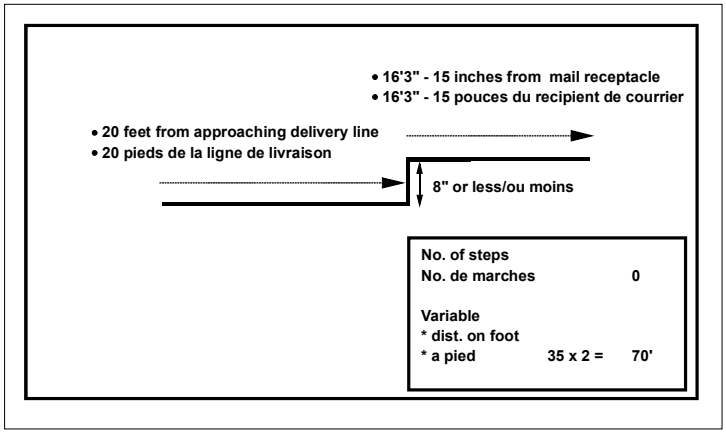
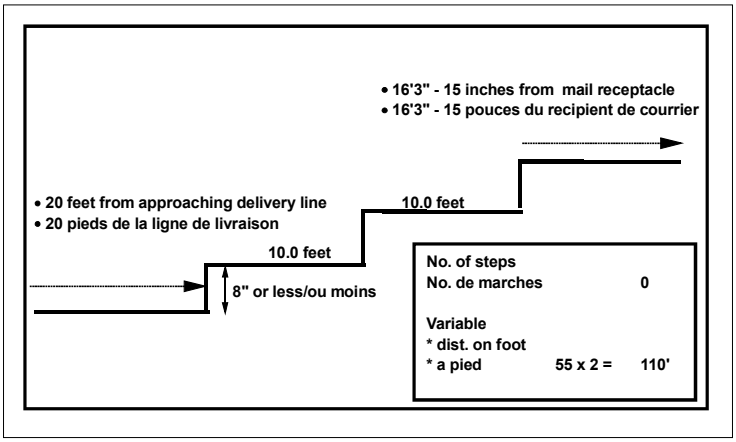


Table 17



Section 5 -Variable and Non-variable

Doors/Gates

Doors/Gates

Variable
Record the total of all doors/gates from the street to the delivery point, which must be manually or automatically opened/closed to provide service to two (2) or less points of call.

Non-variable
Record the total of all doors/gates from the street to the delivery point, which must be manually or automatically opened/closed to provide service to three (3) or more points of call.

Note:

- Count each door/gate only once. The time value provides for going in and coming out.
- When a crown key is required to unlock a door, do not credit a "Panel", only the door gets credited (The "door value" is based on a sampling of different type of doors including doors with micro-switches).
- If the crown key is used to unlock a black box containing the key to unlock the door, credit one door plus a "Panel".

Measurement Stop measuring at 15 inches from the door/gate and restart measuring 15 inches beyond the door.

Section 5 -Variable and Non-variable

Mailmobile stops

Mailmobile Stops

In units not Assessed with Machine Sequenced Mail

Variable (MM-r)
Record a mailmobile stop to provide service to two (2) or less points of call. **See Table 7, 8, 9**

Non-variable (MM-r)
Record a mailmobile stop to provide service to three (3) or more points of call.

Non-variable, CMB (CMB-r)
Record a mailmobile stop to provide service to CMBs.

In units Assessed with Machine Sequenced Mail,

The following stops include time to prepare sequenced mail.

Variable (MM-s)
Record a mailmobile stop to provide service to two (2) or less points of call.

Non-variable, **(MM-s)**
Record a mailmobile stop (MM-s) to:
- To provide service to three (3) or more points of call, including all centralized delivery stops.
- If delivery is not centralized, when the volume of mail for those calls (after indexing) is **equal to or less than 35 pieces** of addressed S/L and O/S mail.

Non-variable, CMB (CMB-s)
Record a CMB mailmobile stop (CMB-s) to provide service to CMBs.

Park & Loop Stop - Non-Variable (P&L-s)
Record a Park and Loop Stop (P&L-s) to:
- provide service to three (3) or more points of call when the volume of mail for those calls (after indexing) is **more than 35 pieces** of addressed S/L and O/S mail.

Note: A second MM stop of the appropriate type will be required if a route is structured to deliver other (non-CMB) POC from a CMB stop location, or a CMB-s stop if a route is structured to deliver other CMBs not adjacent to the CMB stop location..

Mailmobile Stops (cont'd)

MM Stop Summary

Sequenced Mail	POC	CMB site	Pieces of Mail	Centralized Delivery	Stop Type	Variable/Non Variable
No	1 or 2	No	All volumes	No	MM-r	Variable
No	3 or more	No	All volumes	Yes or No	MM-r	Non-Variable
No	3 or more	Yes	All volumes	Yes	CMB-r	Non-Variable
Yes	1 or 2	No	All volumes	No	MM-s	Variable
Yes	3 or more	No	All volumes	Yes	MM-s	Non-Variable
Yes	3 or more	No	≤35	No	MM-s	Non-Variable
Yes	3 or more	Yes	All volumes	Yes	CMB-s	Non-Variable
Yes	3 or more	No	>35	No	P&L-s	Non-Variable

Note:

- Motorized LDU
  - All stops and any loop information are recorded on the 038 form. Where a P&L-s stop is needed an indicator will be recorded on the 038 and the time for the P&L-s stop will be shown on the 070/071

- Foot LDU
  - All stops and any loop information are shown on the 070/071.

Note:
Special consideration is to be given to stops at apartments/commercial calls served by motorized routes which receive quantities of mail, on a regular basis, that require the driver to make more than one trip from the vehicle to the point of delivery. Where possible, used of handcarts should be considered to reduce or eliminate extra trips.

To provide the necessary values, the following procedures should be followed:

- Identify those addresses that receive such volumes on a daily basis during the volume count.

- Credit, on the 038 (inventory of points of delivery), these calls with multiples of the original time values for feet, stairs, doors, etc., as required.

- Make a notation in the 'comment' field of the appropriate address indicating that additional values have been credited to compensate for "x" trips between the vehicle and delivery point.

Section 5 -Variable and Non-variable

Panels

Panels

Variable
Record the number of panels that have to be opened to provide service to two (2) or less points of call.

Non-variable,
Record the number of panels that have to be opened to provide service to three (3) or more points of call.

Non-variable, **CMB**
Record the number of panels that have to be opened to provide service to CMBs.

- Note: for CMB model E101, record 2 panels for each module.

Section 5 -Variable and Non-variable

Elevator Time

Elevator Time

Variable
Record the waiting and elevator time required to reach the top floor of an office or apartment building to provide service to two (2) or less points of call (delivery is from top to bottom level).

Non-variable
Record the waiting and elevator time required to reach the top floor of an office or apartment building to provide service to three (3) or more points of call (delivery is from top to bottom level).

Unit of measure
Minute, two (2) decimals (chronometer)

Measurement

- Credit at the building level with:
  - the walking distance (feet) to and from the street to the elevator entry point in the lobby
  - The walking distance (feet) from the elevator exit point on the top floor to the first call on that floor.
  - The waiting and elevator time.

- Credit all calls on each floor with the appropriate variable and non-variable values**.**

- When proceeding from the last call on any floor to the first call on another floor, credit the first call of each floor with :

  - The walking distance in feet (from the last call on any floor to the first call on another).
  - The number of stair steps leading to next call.
  - The waiting and elevator time, if applicable.

- Credit the last call on ground floor with:
  the walking distance (feet) from the call to the lobby

Section 5 - Variable and Non-variable

Elevator Time (cont'd)

Measurement (cont'd)

Additional elevator time for relay pick-up

A compensatory allowance is to be made when a letter carrier is required to use an elevator to make additional pick-ups from a relay box or mail room to complete the delivery to a particular building. The two different procedures described below may be employed to calculate additional elevator time.

Step	Action
Procedure #1	
1	Record the weight of mail delivered to each building that receives more than 20 pounds of mail daily, on form 107, **see Table 16.**
2	Using the equation on form 107, calculate the number of required additional trips.

Procedure #2	
1	Divide the total number of calls on the route concerned by the number of calculated relay stops The result will be the average number of calls per relay pick-up.
2	Identify the buildings where:: • door-to-door delivery is made, • elevator time is indicated • Buildings that contain a greater number of calls than the average number of POC's as calculated in step #1.
3	Calculate the number of required additional trips by dividing the possible number of calls in such buildings by the average number of calls per pick-up as calculated in step #1, subtracting one to compensate for the original allowance already credited.
4	Where additional relay pick-ups are required, multiply the original elevator allowance by the calculated number of additional relay pick-ups for the building, and multiply the result by two to compensate for the two trips, down and back up.
5	Enter this compensatory allowance in the "Elevator" field on the AIM program with a note in the comment field, e.g. 2 additional relay pick-ups = (no. of min.).
6	The number of minutes (2 decimals) recorded is to be included in the total of the "Elevator Time" column.
7	The original variable and non-variable totals will be automatically corrected on the "038" form

Section 5 -Variable and Non-variable

Elevator Time (cont'd.)

Table 16

Canada Post Corporation
Société Canadienne des Postes

Elevator Time Allowance
for Relay Pick-ups (LVR)
(Building complex with excessive volume)

Allocation de temps pour relevage de relais
par ascenseur (G.D.C.)
(Immeuble a fort volume)

Post Office Bureau de Poste	Building Complex Edifice	Route No. No. Iti.	L.D.U. U.D.L.	Date
Centreville stn/succ 'B'	2000 Bank	17	3Y2	95-07-02

Sampling Date - Date d'échantillonnage

Days	Jours	Pounds Livres
1 st Day	1er jour	51
2 nd day	2 ie jour	37
3 rd day	3 ie jour	27
4 th day	4 ie jour	21
5 th day	5 ie jour V5endredi	22
6 th day	6 ie jour	57
7 th day	7 ie jour	48
8 th day	8 ie jour	30
9 th day	9 ie jour	23
10 th day	10 ie jour jourVendredi	27
Total		343

Total weight 343 / 10 days = 34.3 daily weight

34.3 daily weight - 20 pounds, original allowance =
14.3 additional weight over original allowance

14.3 additional weight / 20 original allowance =
0.72 additional trip

0.72 additional trip x 2 x 1.5 original elevator allowance =
2.16 total additional elevator allowance to be indicated on 33-082-038 form

Poids total 343 / 10 jours = 34.3 poids quotidien

34.3 poids quotidien - 20 livres, allocation original =
14.3 poids de relais additionnel

14.3 poids de relais additionnel / 20 livres =
0.72 relais additionnel

0.72 relais additionnel x 2 x 1.5 valeur original pour ascenseur =
2.16 allocation additionnelle à être indiquer sur la formule 33-082-038)

form 107

Section 5 - Variable and Non-variable

Mail Receptacles

Mail Receptacles

Variable
Record the number and type of occupied mail receptacles for each point of call.

Non-variable
Not applicable

Type

R		Designates all occupied boxes, slots, etc. with the exception of those indicated at "K" below. Any ordinary "R" type boxes which are grouped together (3 or more) are to be recorded as "K" type receptacles to allow for the additional eye time.
M		Designates occupied calls where the mail is placed on a counter, desk, etc.
K App. Or CMB	**Occ.**	Designates the occupied separations apartment-type boxes in mailrooms (lobbies, vestibules, etc., whether actuated by a corporate lock or not). Any ordinary "K" type boxes which are grouped together (2 or less) are to be recorded as "R" type receptacles. Or designates the occupied compartments in a CMB

Note: The AIM Program "038"will **deduct** 30 inches in the "Distance on Foot Adjustments" column for every R & M mail receptacle because their respective time values accounts for that distance.

CMB & Parcel Locker Clearance

Variable
Not applicable

Non-variable
To credit CMB clearance time value for <u>foot routes only.</u>

Note: The motorized routes CMB clearances time value is included in the CMB stop value.

Parcel Locker
Letter Carrier who delivers S/L and O/S mail items daily to a LDU with a parcel locker, that does the clearance and does not deliver parcels will receive the parcel locker clearance value.

Section 6 - LDU Total

LDU Total For each LDU, the physical characteristics will be summed.

For each LDU, the AIM system will compute two totals (variable & non-variable) in minutes

Variable Total The Variable total is arrived at by:

Step	Action
	Aim program"038"
1	The total "Physical Characteristics" are obtained by adding the variable physical characteristics for every occupied points of call (excluding directs).
2	The AIM Program "038" computes the "Distance Adjustments" for the "Distance on Foot" column to account for: - NWP impact by **adding** 5.7 feet for every NWP. - Receptacles by **deducting** 30 inches for every R & M mail receptacle because their respective time value accounts for that distance
3	The AIM Program "038" calculates the "Total Adjustments" for the "Distance on Foot" column to reflect the adjustments made in step 2.
4	The AIM Program "038" multiplies the "Physical Characteristics" of each column and the "Total Adjustments" for the "Distance on Foot" column by the appropriate time values to obtain the "Total Minutes Credited" amount of time required to perform the different activities.
5	The "Total Adjusted Variable" is the sum of the "Total Minutes Credited" for the variable columns.
	Georoute
1	Apply the calculated percentage of coverage to the "Total Adjusted Variable" ("Total Adjusted Variable" * % of coverage)

Section 6 - LDU Total

Non-variable Total The Non-variable total is calculated as follow:

Step	Action
	Aim program "038"
1	The "Total Physical Characteristics" are obtained by adding the non-variable physical characteristics for every occupied point of call (excluding directs).
2	The AIM Program "038" computes the "Distance Adjustments" for the "Distance on Foot" column to account for: - NWP impact by **adding** 5.7 feet for every NWP. - Receptacles by **deducting** 30 inches for every R & M mail receptacle because their respective time value accounts for that distance
3	The AIM Program "038" calculates the "Total Adjustments" for the "Distance on Foot" to reflect the adjustments made in step 2.
4	The AIM Program "038" multiplies the "Physical Characteristics" of each column and the "Total Adjustments" for the "Distance on Foot" column by the appropriate time values to obtain the "Total Minutes Credited" which is the amount of time required to perform the different activities.
5	The "Terrain Value" is adjusted to compensate for the number of NWP and is calculated as follows: • ((Street "Distance on Foot" - ((# of NWP var. and non-var.) * 10 ft.)) * 0.0037).
6	The "Total Adjusted Non-Variable" is the sum of the "Total Minutes Credited" plus the minutes credited for the "Terrain" (excluding directs POC)
	Georoute
1	Apply the calculated percentage coverage to the "Total Adjusted Non-Variable" • "Total Adjusted Non Variable" + ((10feet * 0.0037 min.) * (total number of NWP * (1- % of coverage)))

Section 7 – EDS location 038

EDS

To be display on the first portions of the EDS 038:

- Site # and mock-up of the site. I.E.: E101-E101-E102
- Outgoing compartments indicator that require a clearance.
- Compartment ID for each POC include in the CMB sites
- Street name and LDU.

Note: The total number of outgoing compartments that require a clearance will be shown on every EDS CMB 038 header

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Measurement & Recording

At the site level, record the number of non-variable feet and inches to serve the site from the same side of the street.
All previous instructions re: the completion of "038" form will be followed with the following exceptions:

Measure **From:** the point where the mail is obtained from the vehicle
Measure **To:** the site, in the most direct manner possible.
And: back to the vehicle

- "Note: When a CMB site is serviced from the opposite side of the street, 0.17 minutes to cross the street and return (45.18 feet) is added as non-variable on Col. 6b of the 070/071 forms ("WALKCRED" as per Chapter 4). The 45.18 feet measured walking distance to cross the street from where the vehicle is parked can be updated (See LCRMS Manual Chapter 13). The walking distance will be measured from where the mail is obtained from the vehicle to the opposite curb or delivery line and back to the vehicle.

  Should the letter carrier be required to make more than one trip from the vehicle (e.g. in cases where a CMB site contains more than 3 modules), then the time to cross the street will be applied two or more times, as the case may be.

  Service from the opposite side of the street may only occur when the street to be crossed is three lanes wide or less (the number of lanes includes lanes used for parking). When the street to be crossed is wider than three lanes, service to the CMB site shall be made from the same side of the street as the site."

Time Values for CMB

Separate standards, which have been developed for CMB's, are to be used to evaluate stops, panels, compartments, etc.

Note:

- The CMB-r and CMB-s stop values, unlike the MM-r, MM-s, and P & L-s Mailmobile stop values, do not include the distance (feet) to and from the vehicle and the street or sidewalk line.
- The CMB stop values do include the distance between the driver's seat and the mail pick-up point and from the mail pick-up point back to the driver's seat.

C.M.B. Street Distance

- If the site is serviced by a Motorized Letter Carrier, street distances between CMB sites will be automatically credited on the 071 as dead drive (DD)

- If a CMB is the first or last point of delivery in either the AM or PM portions, the driving time to or from the last site will be shown in the transportation allowance (form 098).

- When door-to-door delivery precedes or follows the actual CMB delivery, the distance to or from the CMB site will be automatically credited on the 071 as a dead drive.

Note: Special allowances attributable to CMBs see chapter 8 of LCRMS.

Section 7 – EDS location 038

Multiple LDU Sites

One "038" must be completed for each EDS location for all LDU serviced at the site. The "038" is to include all the applicable variable values.

Note: Where an EDS location is serviced by more than one route each route will receive the EDS CMB 038 aligned with the site the route is delivering.

All non-variable values for the site are to be recorded at the site level in "AIM"

Section 8 - Householder figures

Householder figures

For residential, apartment, commercial calls and farms that do not want to receive unaddressed admail, remove the check in the CC box so that the 038 will show '0' for these POC's.

POC's that wish to receive unaddressed admail will have a '1' on the 038

Note: The further breakdown of householder figures to meet local electoral requirements is left to the discretion of local management.

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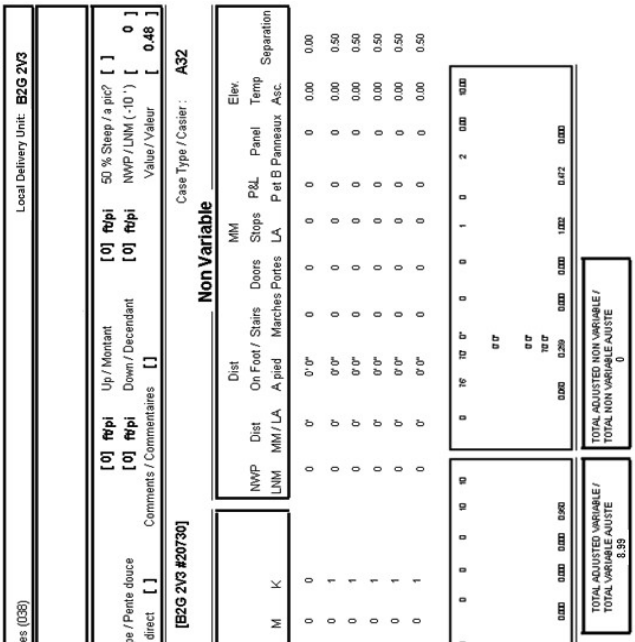
DTD 038 form:



Canada Post Corporation / Societe canadienne des postes — Inventory of Points of Delivery (038) / Releve des points de remises (038) — Local Delivery Unit: B2G 2V3

Office/Bureau : ANTIGONISH STN MAIN — Del. Type/Type liv. : Moto. — SMMT: LC0001 — Street Name/Rue: MOUNT CAMERON
Installation : ANTIGONISH STN MAIN — Del. Seq/Seq. de liv. : 20730 — DMMO: LC0001 — Address Range/Tranche d'addresse: 1 to 21

DELIVERY PATTERN — Single Side / Un seul cote [X] — DISTANCES — Street Dist. / Dist. de rue [600] ft/pi — TERRAIN Flat / plat [0] ft/pi — Up / Montant [0] ft/pi — 50 % Steep / a pic? [ ]
TYPE D'ITINERAIRE — Criss Cross / En croix [ ] — Distance on foot / a pied [0] ft/pi — Gentle Slope / Pente douce [0] ft/pi — Down / Decendant [0] ft/pi — NWP / LNM (-10 ') [0]
U Pattern / En U [ ] — Mail Mobile / Livraison auto [600] ft/pi — Direct Wheeled / Distance direct [ ] — Comments / Commentaires [ ] — Value / Valeur [0.48]

From Street / De la rue : — [B2G 2V3 #20730] — Case Type / Casier : A32

Variable | **Non Variable**

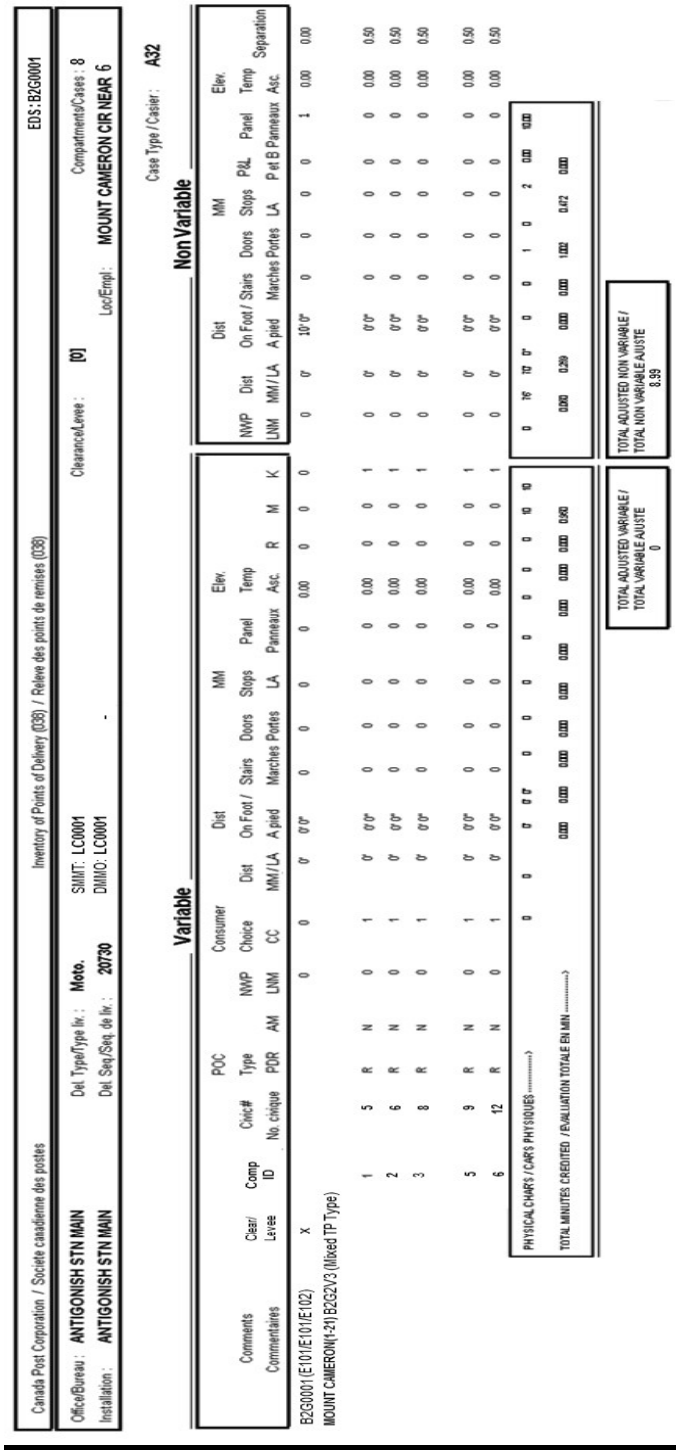
Street Name / Rue	Comments / Commentaires	Civic# / No. civique	POC Type / PDR	AM	NWP / LNM	Consumer Choice / CC	Dist / MM / LA	Dist On Foot / A pied	Stairs / Marches	Doors / Portes	MM Stops / LA	Panel / Panneaux	Elev. Temp / Asc.	R	M	K	NWP / LNM	Dist / MM / LA	Dist On Foot / A pied	Stairs / Marches	Doors / Portes	MM Stops / LA	P&L / P et B	Panel / Panneaux	Elev. Temp / Asc.	Separation
MOUNT CAMERON(1-21) B2G 2V3 (Mixed TP Type)																										
		2	R	N	0	0	0'	0'0"	0	0	0	0	0.00	0	0	0	0	0'	0'0"	0	0	0	0	0	0.00	0.00
		1	R	N	0	1	0'	27'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"	0	0	0	0	0	0.00	0.50
		19	R	N	0	1	0'	25'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"	0	0	0	0	0	0.00	0.50
		17	R	N	0	1	0'	34'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"	0	0	0	0	0	0.00	0.50
		15	R	N	0	1	0'	22'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"	0	0	0	0	0	0.00	0.50
							0'	41'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"	0	0	0	0	0	0.00	0.50

PHYSICAL CHARS / CARS PHYSIQUES ---------->	0	0	0'	0' 0"	0	0	0	0	0	0	0	0	10	10	0	76'	12' 0"	0	0	1	0	2	0.00	10.00
DIST. ADJUSTMENTS / AJUSTEMENTS DIST.																										
NWP / LNM (-0.7' PER NWP / PAR LNM) ---------->				0' 0"													0' 0"								
RECEPTACLE (-2.5' PER / PAR "R" & "NC") ---------->				0' 0"																						
DOORS / PORTES (+0.5' PER DOOR / PAR PORTE) ---------->				0' 0"													0' 0"								
TOTAL ADJUSTMENTS / AJUSTEMENTS ---------->				0' 0"													10' 0"								
TOTAL MINUTES CREDITED / EVALUATION TOTALE EN MIN ---------->	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.29	0.00	0.00	1.00	0.42	0.00			

TOTAL ADJUSTED VARIABLE / TOTAL VARIABLE AJUSTE
8.99

TOTAL ADJUSTED NON VARIABLE / TOTAL NON VARIABLE AJUSTE
0

EDS 038 form:



Canada Post Corporation / Societe canadienne des postes — Inventory of Points of Delivery (038) / Releve des points de remises (038) — EDS: B2G0001

Office/Bureau : ANTIGONISH STN MAIN — Del. Type/Type liv. : Moto. — SMMT: LC0001 — Clearance/Levee : [0] — Compartments/Cases : 8
Installation : ANTIGONISH STN MAIN — Del. Seq/Seq. de liv. : 20730 — DMMO: LC0001 — - — Loc/Emgl : MOUNT CAMERON CIR NEAR 6

Case Type / Casier : A32

Variable

Comments / Commentaires	Clear/ Levee	Comp ID	Civic# / No. civique	POC Type / PDR	AM	NWP / LNM	Consumer Choice / CC	Dist / MM/LA	Dist On Foot / A pied	Dist Stairs / Marches	Dist Doors / Portes	MM Stops / LA	MM Panel / Panneaux	Elev. Temp / Asc.	R	M	K
B2G0001 (E101/E101/E102)	X					0	0	0'	0'0"	0	0	0	0	0.00	0	0	0
MOUNT CAMERON(1-21) B2G2V3 (Mixed TP Type)																	
	1	5	5	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1
	2	6	6	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1
	3	8	8	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1
	5	9	9	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1
	6	12	12	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1
PHYSICAL CHAR'S / CARS PHYSIQUES							0	0	0'0"	0	0	0	0	0.00	0	0	10
TOTAL MINUTES CREDITED / EVALUATION TOTALE EN MIN									0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TOTAL ADJUSTED VARIABLE / TOTAL VARIABLE AJUSTE
0

Non Variable

NWP / LNM	Dist / MM/LA	Dist On Foot / A pied	Dist Stairs / Marches	Dist Doors / Portes	MM Stops / LA	MM P&L Panel / Pan B	Elev. Panel / Panneaux	Elev. Temp / Asc.	Separation
0	0'	10'0"	0	0	0	0	1	0.00	0.00
0	0'	0'0"	0	0	0	0	0	0.00	0.50
0	0'	0'0"	0	0	0	0	0	0.00	0.50
0	0'	0'0"	0	0	0	0	0	0.00	0.50
0	0'	0'0"	0	0	0	0	0	0.00	0.50
0	0'	0'0"	0	0	0	0	0	0.00	0.50
0	16' 10" 0"	0	0	1	0	2	0.00	10.00	
	0.000	0.259	0.000	0.000	0.472	0.000			

TOTAL ADJUSTED NON VARIABLE / TOTAL NON VARIABLE AJUSTE
8.99

EDS 038 Form-Multiple CMB site

canada post corporation / societe canadenne des postes — inventory of points of delivery (038) / releve des points de remises (038) — **eds : T9J4011**

office/bureau :	**FORT MCMURRAY STN MAIN**	del. type/type liv. :	**[Moto.]**	sm/mt:	**LC0003**	**Pending/En attente**	clearance/levee : 0 — compartments/cases : **64**
installation :	**FORT MCMURRAY STN MAIN**	del. seq./seq. de liv. :	**10430**	dm/mo:	**LC0003**		loc/empl : **GREENSPACE REAR 101 AIME CR**

comments commentaires	Clear/ Levee	Comp ID	civic# no. civique	poc type pdr	am	nwp lnm	consumer choice cc	dist mm / la	dist on foot / a pied	stairs marches	doors portes	mm stops la	panel panneaux	elev. temp asc.	r	m	k	nwp lnm	dist mm / la	dist on foot / a pied	stairs marches	doors portes	mm stops la	p&l p et b	panel panneaux	elev. temp asc.	separation
						variable												non variable									
T9J4011 (E101/E101/E101)						0	0	0'	0'0"	0	0	0	0	0.00	0	0	0	0	0.00	18' 11"	0	0	1	0	6	0.00	0.00
AIME CRT (101-127) T9J1B9																											
		1.1	127	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	1.00
		1.2	125	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	1.00
		1.3	123	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	0.50
		1.4	121	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	0.50
		1.5	119	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	0.50
		1.6	117	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	0.50
		1.7	115	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	0.50
		1.8	113	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	0.50
		1.9	111	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	0.50
		1.10	109	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	0.50
		1.11	107	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	0.50
		1.12	105	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	0.50
		1.13	103	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	0.50
		1.14	101	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	0.50
AMREN DR (102-120) T9J1B8																											
		1.15	102	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	1.00
		1.16	104	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	1.00
		2.1	106	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	0.50
		2.2	108	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	0.50
		2.3	110	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	0.50
		2.4	112	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	0.50
		2.5	114	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	0.50
		2.6	116	R	N	0	1	0"	0'0"	0	0	0	0	0.00	0	0	1	0	0"	0'0"		0	0		0	0.00	0.50

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comments commentaires	Clear/ Levee	Comp ID	civic# no. civique	poc type pdr	am	nwp lnm	consumer choice cc	dist mm / la	dist on foot / a pied	stairs marches	doors portes	mm stops la	panel panneaux	elev. temp asc.	r	m	k	non variable: nwp lnm	dist mm / la	dist on foot / a pied	stairs marches	doors portes	mm stops la	p&l p et b	panel panneaux	elev. temp asc.	separation
		2.7	118	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	0.50
		2.8	120	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	0.50
ATHABASCA AVE (201-213) T9J1G3																											
		2.9	213	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	0.50
		2.10	211	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	0.50
		2.11	209	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	0.50
		2.12	207	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	0.50
		2.13	205	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	0.50
		2.14	203	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	0.50
		2.15	201	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	1.00
ATHABASCA AVE (219-229) T9J1G5																											
(mixed EDS)																											
		2.16	229	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	0.50
		3.1	227	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	0.50
		3.2	225	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	0.50
		3.3	223	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	0.50
		3.4	221	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	0.50
		3.5	219	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	1.00
AURORA PL (102-122) T9J1B6																											
		3.6	102	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	1.00
		3.7	104	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	1.00
		3.8	106	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	1.00
		3.9	108	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	1.00
		3.10	110	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	1.00
		3.11	112	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	1.00
		3.12	114	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	1.00
		3.13	116	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	1.00
		3.14	118	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	1.00
		3.15	120	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	1.00
		3.16	122	R	N	0	1	0'	0'0"	0	0	0	0	0.00	0	0	1	0	0'	0'0"		0	0		0	0.00	1.00

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variable

comments / commentaires	Clear/ Levee	Comp ID	civic# / no. civique	poc type / pdr	am	nwp / lnm	consumer choice / cc	dist / mm / la	dist / on foot / a pied	stairs / marches	doors / portes	mm stops / la	panel / panneaux	elev. temp / asc	r	m	k
physical char's / car's physiques ------------>						0	0	0'	0' 0"	0	0	0	0	0.00	0	0	48
total minutes credited / evaluation totale en min ------------>								0.000	0.000	0.000	0.000	0.000	0.000	0.000	0	0	4.56

non variable

	nwp / lnm	dist / mm / la	dist / on foot / a pied	stairs / marches	doors / portes	mm stops / la	p&l / p et b	panel / panneaux	elev. temp / asc.	separation
physical char's / car's physiques	0.00	0'	18' 11"	0.00	0.00	1.00	0.00	6.00	0.00	32.50
total minutes credited / evaluation totale en min		0.300	0.069	0.000	0.000	0.620		1.320	0.000	

TOTAL ADJUSTED VARIABLE /
TOTAL VARIABLE AJUSTE
4.56

TOTAL ADJUSTED NON VARIABLE /
TOTAL NON VARIABLE AJUSTE
2.21

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canada post corporation / societe canadienne des postes — inventory of points of delivery (038) / releve des points de remises (038) — eds : T9J4011

office/bureau : FORT MCMURRAY STN MAIN — del. type/type liv. : [Moto.] — sm/mt: LC0003 — **Pending/En attente** — clearance/levee : 0 — compartments/cases : 64

installation : FORT MCMURRAY STN MAIN — del. seq./seq. de liv. : 10430 — dm/mo: LC0003 — loc/empl : GREENSPACE REAR 101 AIME CR

						variable											non variable									
comments / commentaires	Clear/ Levee	Comp ID	civic# no. civique	poc type pdr	an	nwp lnm	consumer choice cc	dist mm / la	dist on foot / a pied	stairs marches	doors portes	mm stops la	panel panneaux	elev. temp asc.	r	m	k	nwp lnm	dist mm / la	dist on foot / a pied	stairs marches	doors portes	mm stops la	p&l p et b	panel panneaux	elev. temp asc.	separation
T9J4012 (E101)						0	0	0'	0' 0"	0	0	0	0	0.00	0	0	0	0	0.00	18' 11"	0	0	1	0	2	0.00	0.00
AURORA PL(101-123) T9J1B7																											
	4.2	123	R		N	0	1	0'	0' 0"	0	0	0	0	0.00	0	0	1	0	0'	0' 0"		0	0		0	0.00	1.00
	4.3	121	R		N	0	1	0'	0' 0"	0	0	0	0	0.00	0	0	1	0	0'	0' 0"		0	0		0	0.00	1.00
	4.4	119	R		N	0	1	0'	0' 0"	0	0	0	0	0.00	0	0	1	0	0'	0' 0"		0	0		0	0.00	1.00
	4.5	117	R		N	0	1	0'	0' 0"	0	0	0	0	0.00	0	0	1	0	0'	0' 0"		0	0		0	0.00	1.00
	4.6	115	R		N	0	1	0'	0' 0"	0	0	0	0	0.00	0	0	1	0	0'	0' 0"		0	0		0	0.00	1.00
	4.7	113	R		N	0	1	0'	0' 0"	0	0	0	0	0.00	0	0	1	0	0'	0' 0"		0	0		0	0.00	1.00
	4.8	111	R		N	0	1	0'	0' 0"	0	0	0	0	0.00	0	0	1	0	0'	0' 0"		0	0		0	0.00	1.00
	4.9	109	R		N	0	1	0'	0' 0"	0	0	0	0	0.00	0	0	1	0	0'	0' 0"		0	0		0	0.00	1.00
	4.10	107	R		N	0	1	0'	0' 0"	0	0	0	0	0.00	0	0	1	0	0'	0' 0"		0	0		0	0.00	1.00
	4.11	105	R		N	0	1	0'	0' 0"	0	0	0	0	0.00	0	0	1	0	0'	0' 0"		0	0		0	0.00	1.00
	4.12	103	R		N	0	1	0'	0' 0"	0	0	0	0	0.00	0	0	1	0	0'	0' 0"		0	0		0	0.00	1.00
	4.13	101	R		N	0	1	0'	0' 0"	0	0	0	0	0.00	0	0	1	0	0'	0' 0"		0	0		0	0.00	1.00
AURORA PL(124-124) T9J1B6																											
	4.1	124	R		N	0	1	0'	0' 0"	0	0	0	0	0.00	0	0	1	0	0'	0' 0"		0	0		0	0.00	1.00
physical char's / car's physiques ---------->						0	0	0'	0' 0"	0	0	0	0	0.00	0	0	13	0.00	0'	18' 11"	0.00	0.00	1.00	0.00	2.00	0.00	13.00
total minutes credited / evaluation totale en min ---------->								0.000	0.000	0.000	0.000	0000	0.000	0.000	0	0	1.24		0.000	0.069	0.000	0.000	0.820		0.440	0.000	

TOTAL ADJUSTED VARIABLE / TOTAL VARIABLE AJUSTE **1.24**

TOTAL ADJUSTED NON VARIABLE / TOTAL NON VARIABLE AJUSTE **1.33**