Zero Tolerance

Preventing Supervisor Theft of Work Hours

Presented by Region 15 at the Branch 38 RAP Session
January 9-11 2011

Larry Cirelli
National Business Agent
Region 15

Zero Tolerance

Preventing Supervisor Theft of Work Hours

Training Objectives

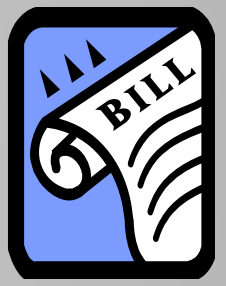
- How to Read TACS Rings
- Stop Supervisor Abuse of Clock Ring Altering
- Fix Problem so it Doesn't Happen in the Future

What We Will Cover Today

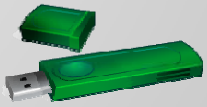
- Obtaining Information from Postal Management
  - Today We Will Be Focusing On Employee Everything
  - Reports from TACS
- Introduction to TACS
  - What is TACS
  - Information in TACS
- How TACS Works
  - What Happens When You Swipe Your Time Badge
  - What Happens When a Supervisor Alters Rings
  - TACS and DOIS in a JARAP Environment
  - Problematic Codes
  - Tricks Managers Use
  - How to Search Clock Rings

Obtaining Information

- You Want to Ask to Review the Clock Rings.
- If You Ask for Actual Rings, Management Will Send You a



- Request the Postal Service to Put Your Information on a Jump Drive

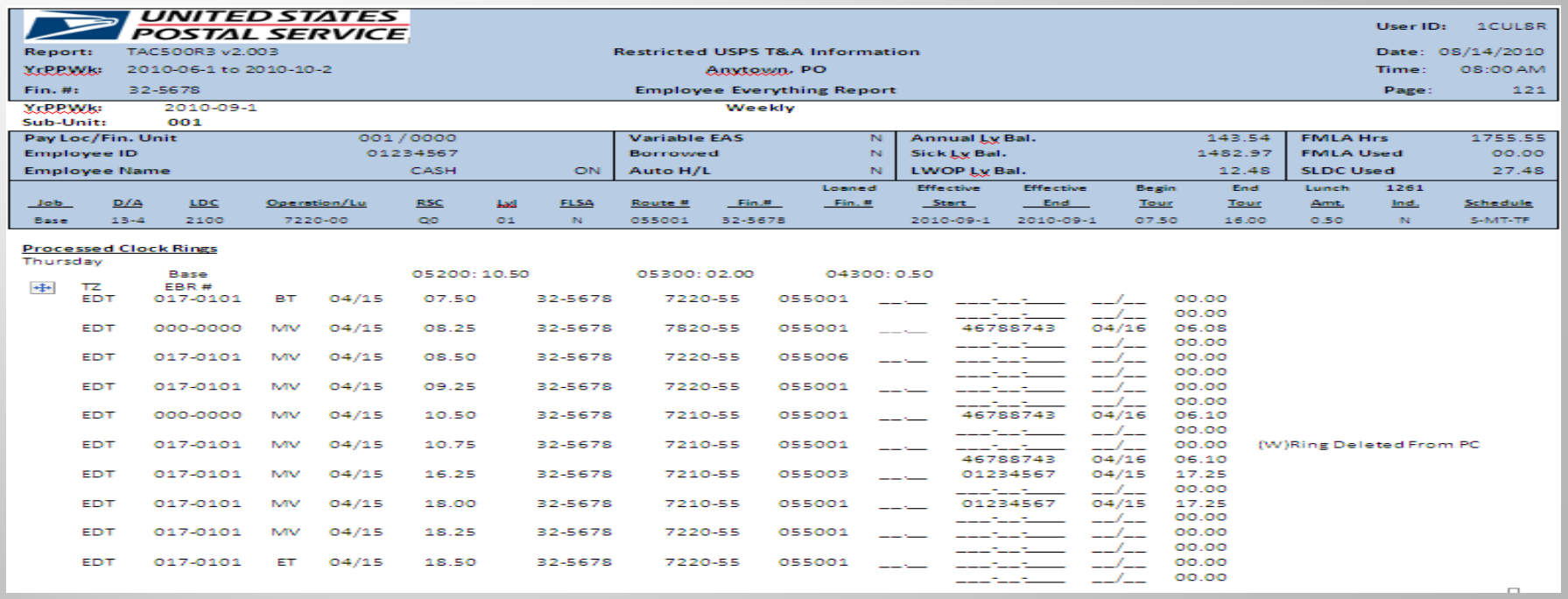


- Postal Service Can Save TACS Reports in PDF Format. As Long as You Have Adobe, You Can Read the Rings
- Caution: Post Office is Now Concerned that Some Jump Drives May Contain Viruses that Can Infect their Computer System. Have them Copy Your Rings to a CD or DVD

You Have It Now What

Now What

- **Now That You Have the Information You Want, You Need to Know How to Decipher it.**



UNITED STATES POSTAL SERVICE

Report: TAC500R3 v2.003 — Restricted USPS T&A Information — User ID: 1CUL8R
YrPPWk: 2010-06-1 to 2010-10-2 — Anytown, PO — Date: 08/14/2010
Fin. #: 32-5678 — Employee Everything Report — Time: 08:00 AM
YrPPWk: 2010-09-1 — Weekly — Page: 121
Sub-Unit: 001

Pay Loc/Fin. Unit	001 / 0000	Variable EAS	N	Annual Lv Bal.	143.54	FMLA Hrs	1755.55
Employee ID	01234567	Borrowed	N	Sick Lv Bal.	1482.97	FMLA Used	00.00
Employee Name	CASH ON	Auto H/L	N	LWOP Lv Bal.	12.48	SLDC Used	27.48

Job	D/A	LDC	Operation/Lu	RSC	Lvl	FLSA	Route #	Fin #	Loaned Fin. #	Effective Start	Effective End	Begin Tour	End Tour	Lunch Amt.	1261 Ind.	Schedule
Base	15-4	2100	7220-00	Q0	01	N	055001	32-5678		2010-09-1	2010-09-1	07.50	16.00	0.50	N	5-MT-TF

Processed Clock Rings
Thursday

Base EBR # 05200: 10.50 05300: 02.00 04300: 0.50

TZ												
EDT	017-0101	BT	04/15	07.50	32-5678	7220-55	055001	__.__	___-___-____	__/__	00.00	
									___-___-____	__/__	00.00	
EDT	000-0000	MV	04/15	08.25	32-5678	7820-55	055001	__.__	46788743	04/16	06.08	
EDT	017-0101	MV	04/15	08.50	32-5678	7220-55	055006	__.__	___-___-____	__/__	00.00	
									___-___-____	__/__	00.00	
EDT	017-0101	MV	04/15	09.25	32-5678	7220-55	055001	__.__	___-___-____	__/__	00.00	
									___-___-____	__/__	00.00	
EDT	000-0000	MV	04/15	10.50	32-5678	7210-55	055001	__.__	46788743	04/16	06.10	
									___-___-____	__/__	00.00	
EDT	017-0101	MV	04/15	10.75	32-5678	7210-55	055001	__.__	___-___-____	__/__	00.00	(W)Ring Deleted From PC
									46788743	04/16	06.10	
EDT	017-0101	MV	04/15	16.25	32-5678	7210-55	055003	__.__	01234567	04/15	17.25	
									___-___-____	__/__	00.00	
EDT	017-0101	MV	04/15	18.00	32-5678	7210-55	055001	__.__	01234567	04/15	17.25	
									___-___-____	__/__	00.00	
EDT	017-0101	MV	04/15	18.25	32-5678	7220-55	055001	__.__	___-___-____	__/__	00.00	
									___-___-____	__/__	00.00	
EDT	017-0101	ET	04/15	18.50	32-5678	7220-55	055001	__.__	___-___-____	__/__	00.00	
									___-___-____	__/__	00.00	

- **Although it May Look Complicated – All Clock Rings are Essentially the Same. Some are Just a Little More Difficult to Read than Others.**

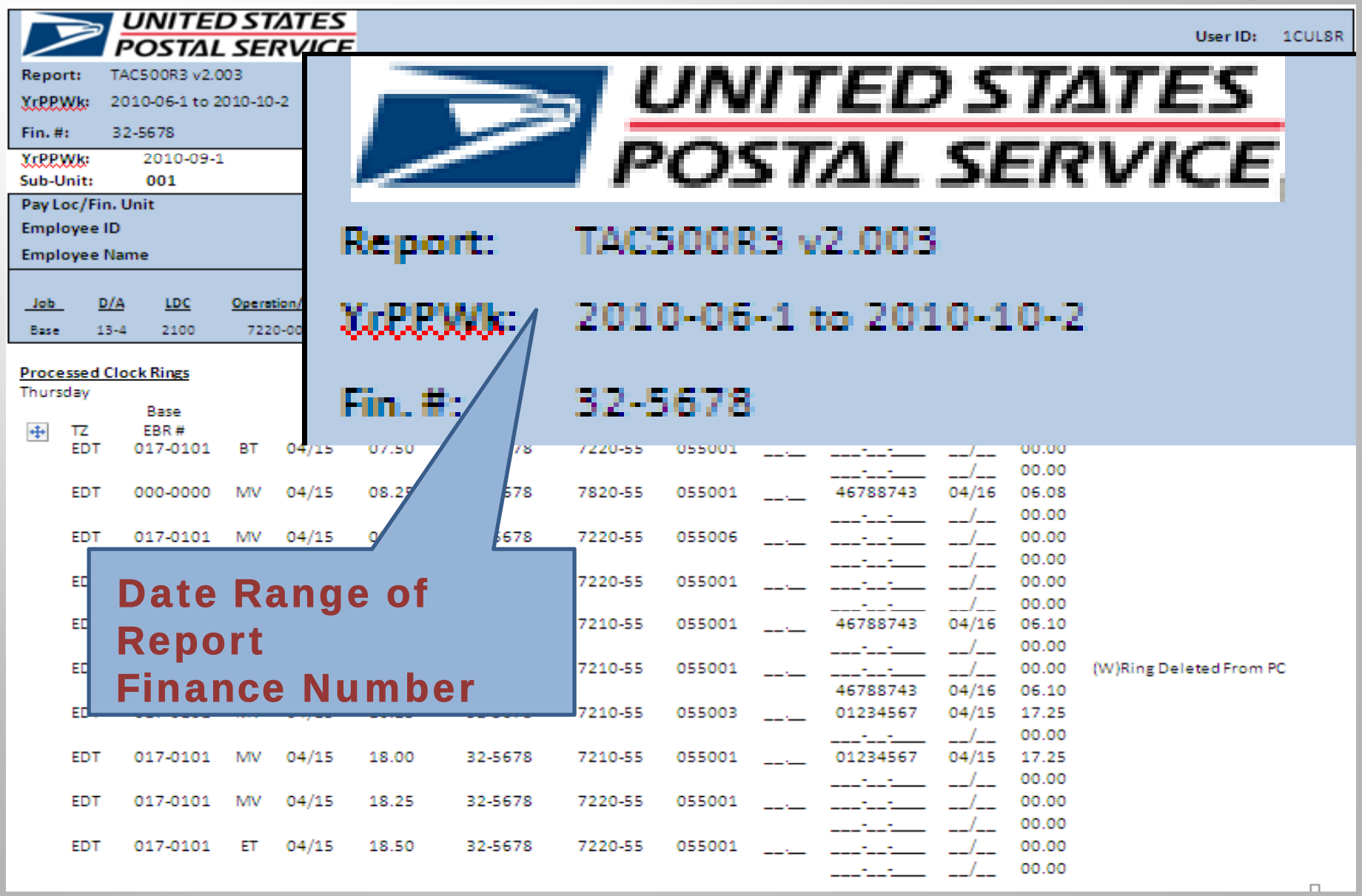
What is TACS

- **T**ime and
- **A**ttendance
- **C**ontrol
- **S**ystem

The Data in This System Generates Hundreds of City Delivery Reports.

If Management Manipulates a TACS Report, They Can Make All of Their Numbers Look Good.

Information on a TACS Page



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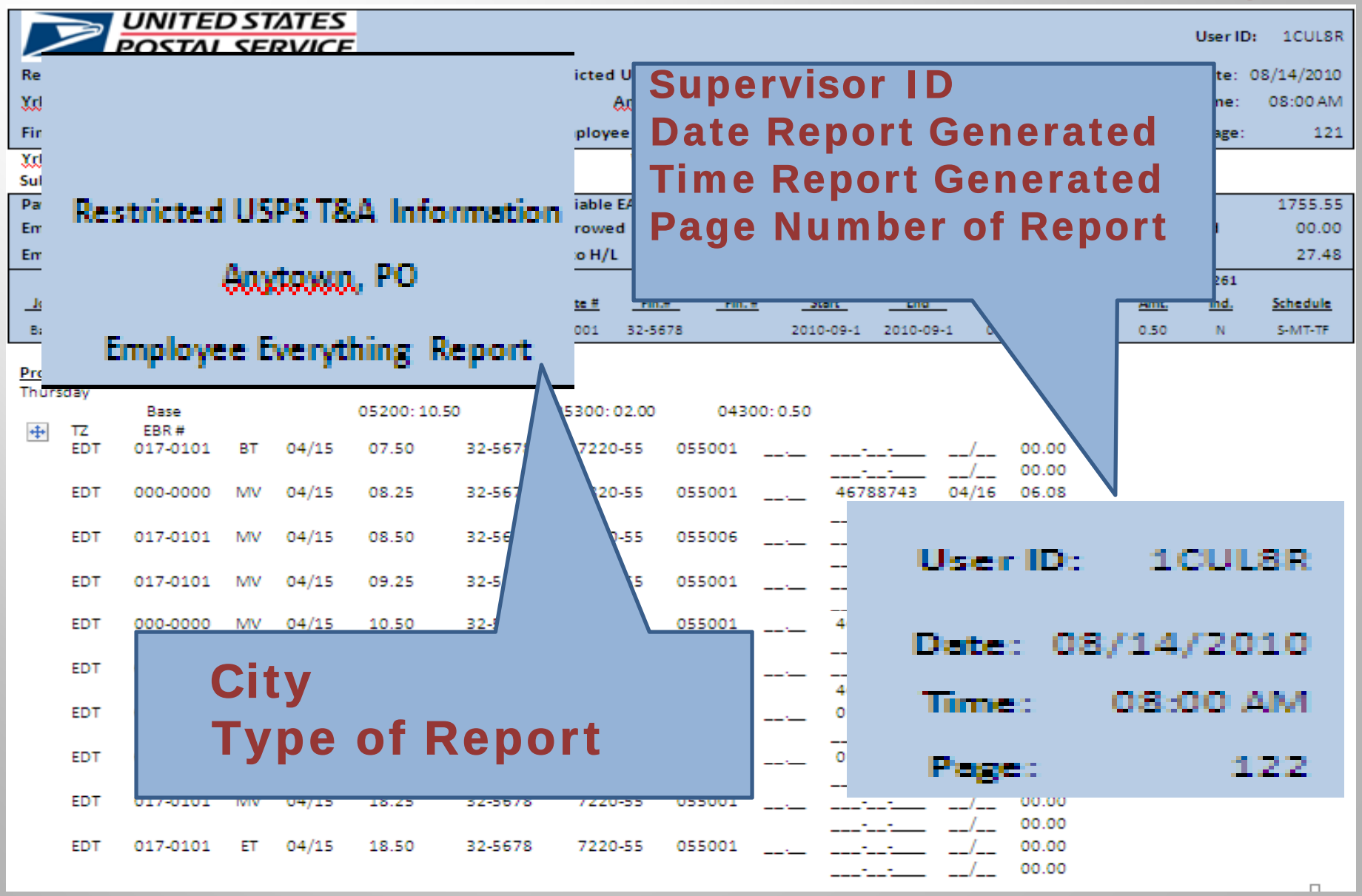

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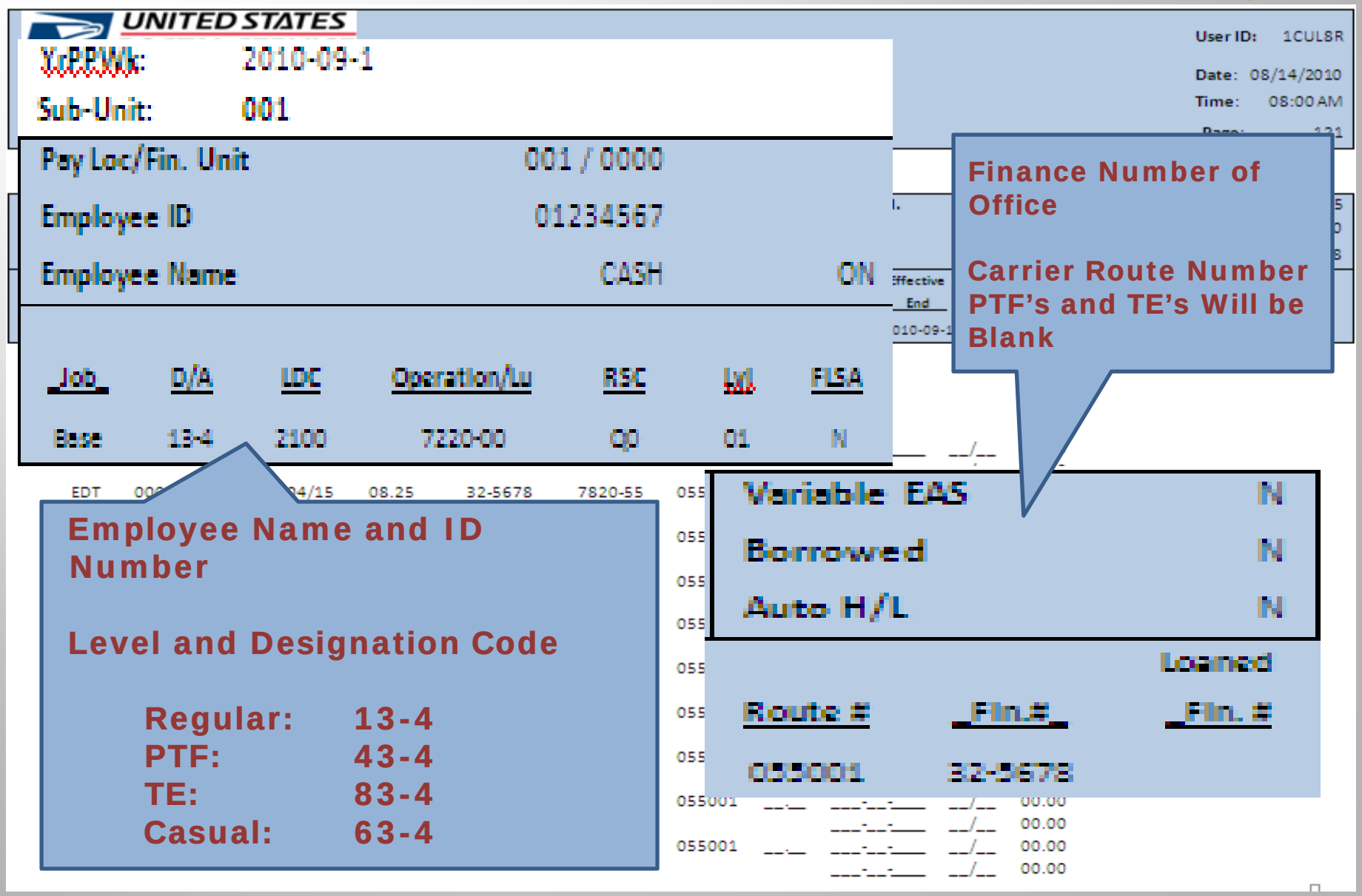

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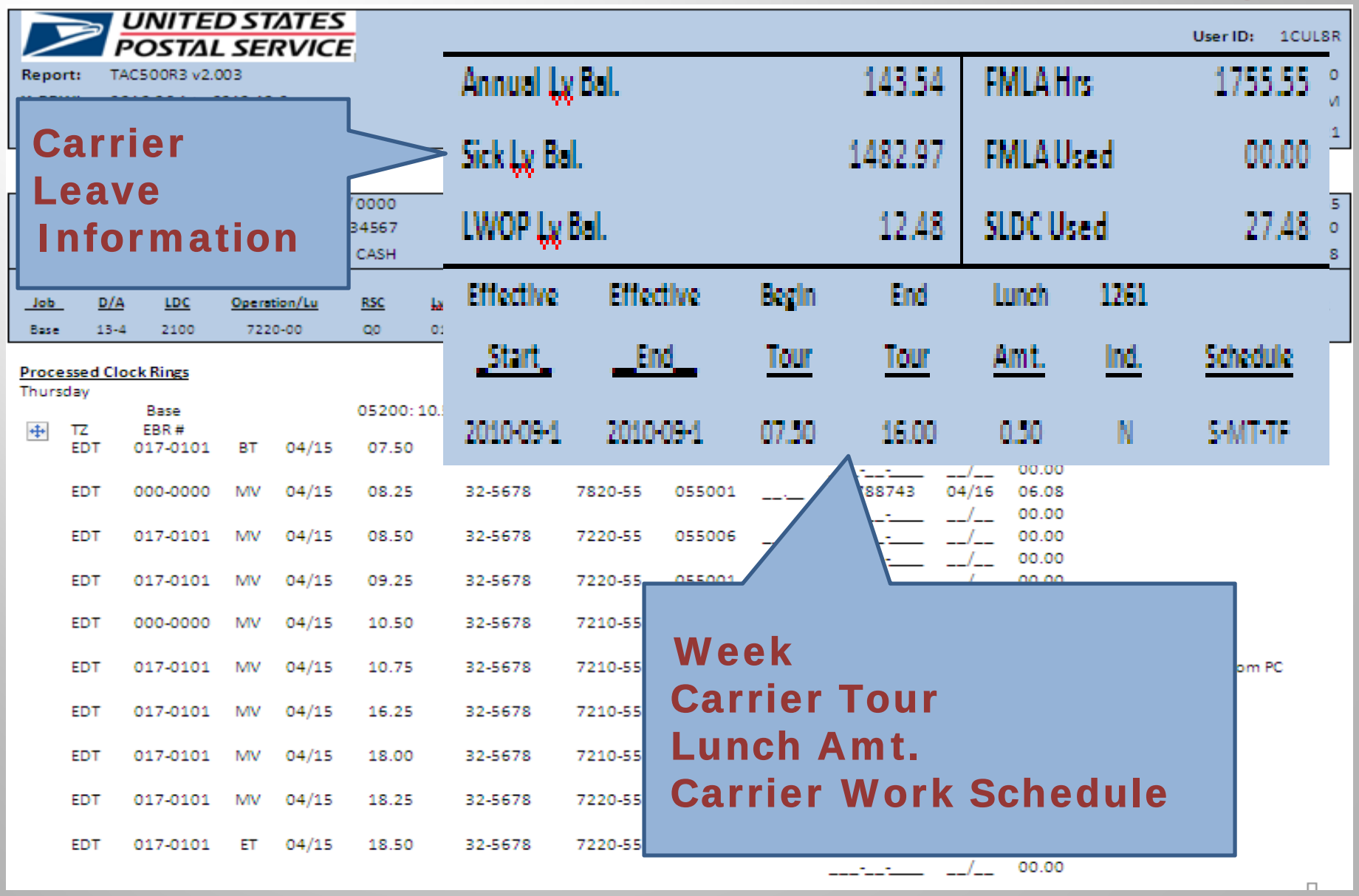
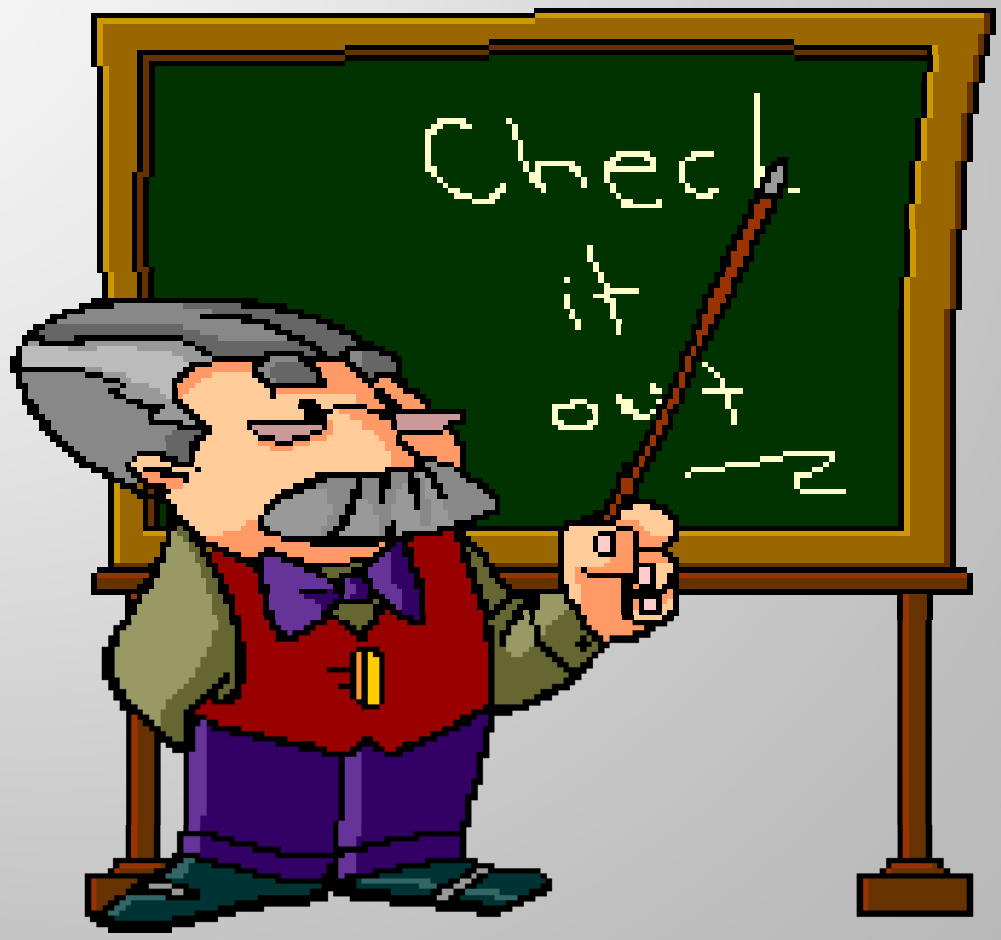


Let's Get Started



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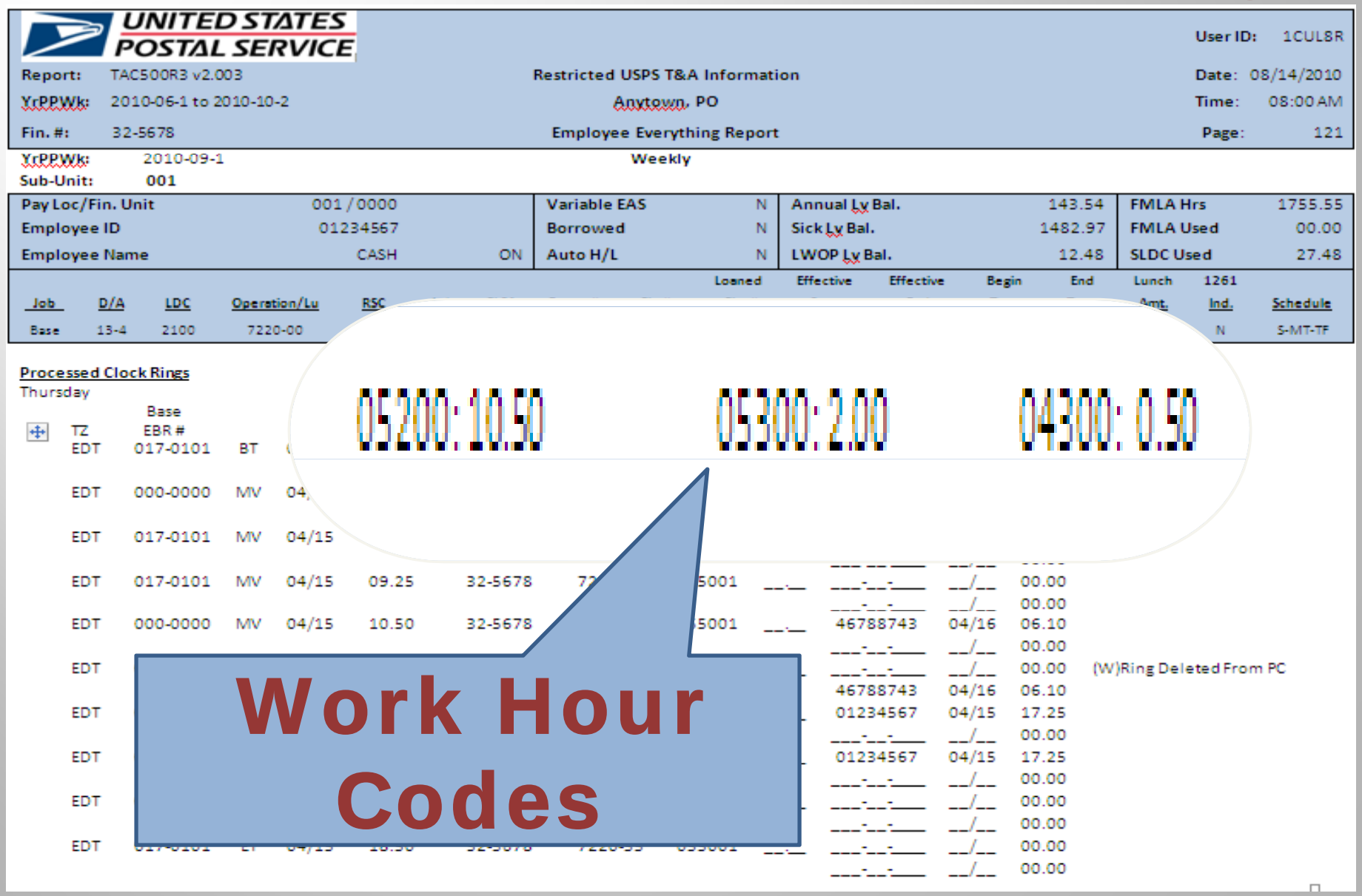

UNITED STATES POSTAL SERVICE

User ID: 1CUL8R

Report: TAC500R3 v2.003 — Restricted USPS T&A Information — Date: 08/14/2010

YrPPWk: 2010-06-1 to 2010-10-2 — Anytown, PO — Time: 08:00 AM

Fin. #: 32-5678 — Employee Everything Report — Page: 121

YrPPWk: 2010-09-1 — Weekly

Sub-Unit: 001

Pay Loc/Fin. Unit	001 / 0000	Variable EAS	N	Annual Lv Bal.	143.54	FMLA Hrs	1755.55
Employee ID	01234567	Borrowed	N	Sick Lv Bal.	1482.97	FMLA Used	00.00
Employee Name	CASH ON	Auto H/L	N	LWOP Lv Bal.	12.48	SLDC Used	27.48

Job	D/A	LDC	Operation/Lu	RSC	Loaned	Effective	Effective	Begin	End	Lunch Amt.	1261 Ind.	Schedule
Base	13-4	2100	7220-00								N	S-MT-TF

Processed Clock Rings

Thursday

05200: 10.50 05300: 2.00 04300: 0.50

TZ	Base EBR #										
EDT	017-0101	BT									
EDT	000-0000	MV	04/								
EDT	017-0101	MV	04/15								
EDT	017-0101	MV	04/15	09.25	32-5678	72	5001	__.__	___-__-____	__/__	00.00
									___-__-____	__/__	00.00
EDT	000-0000	MV	04/15	10.50	32-5678		5001	__.__	46788743	04/16	06.10
									___-__-____	__/__	00.00
EDT									___-__-____	__/__	00.00 (W)Ring Deleted From PC
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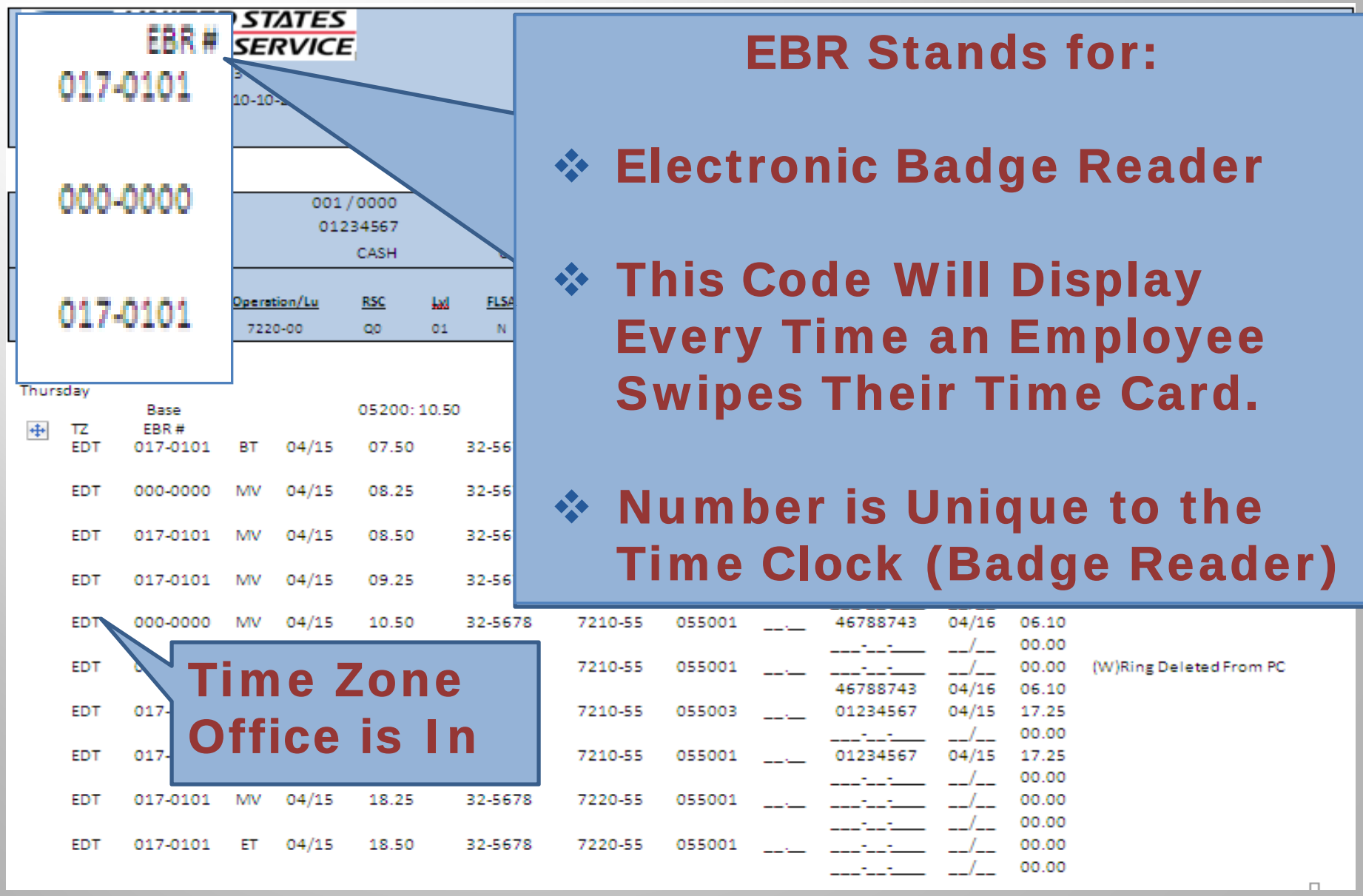
EDT									01234567	04/15	17.25
									___-__-____	__/__	00.00
EDT									01234567	04/15	17.25
EDT									___-__-____	__/__	00.00
									___-__-____	__/__	00.00
									___-__-____	__/__	00.00
EDT									___-__-____	__/__	00.00
									___-__-____	__/__	00.00

Work Hour Codes

Common Work Hour Codes

Code	Description	Code	Description
052:	Work Hours	053:	Overtime
043:	Penalty OT	054:	Night Differential
055:	Annual Leave	056:	Sick Leave
057:	Holiday Work	058:	Holiday Leave
048:	Holiday Premium	061:	Court Leave
067:	Military Leave	069:	Blood Leave
071:	COP	049:	Injury LWOP
059:	Partial Day LWOP	060:	Full Day LWOP
070:	Steward Time	084:	Union Leave

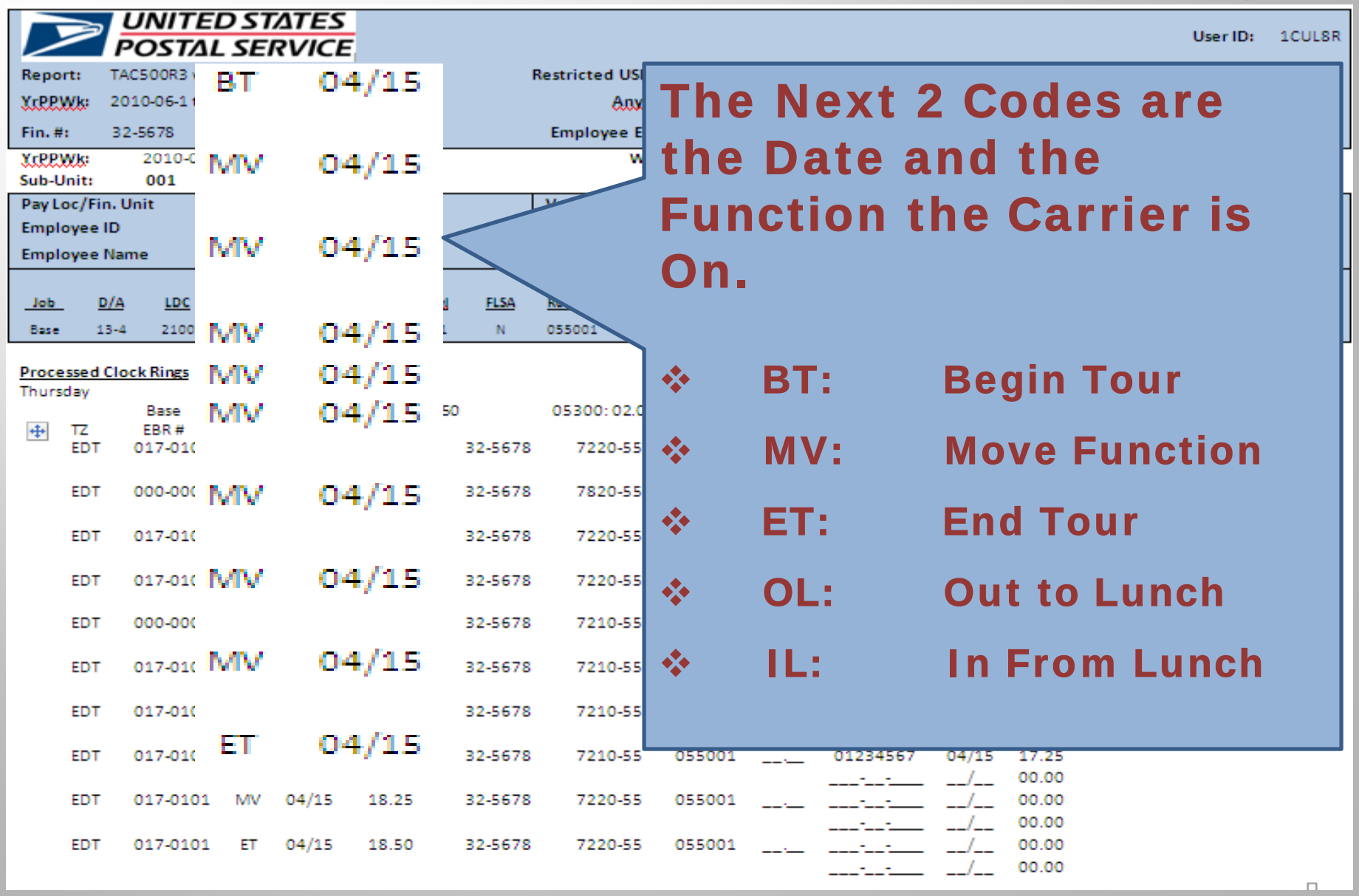
Information on a TACS Page



Beware

- Zeros in the EBR Column Mean That Time Was Entered by a Supervisor

Information on a TACS Page



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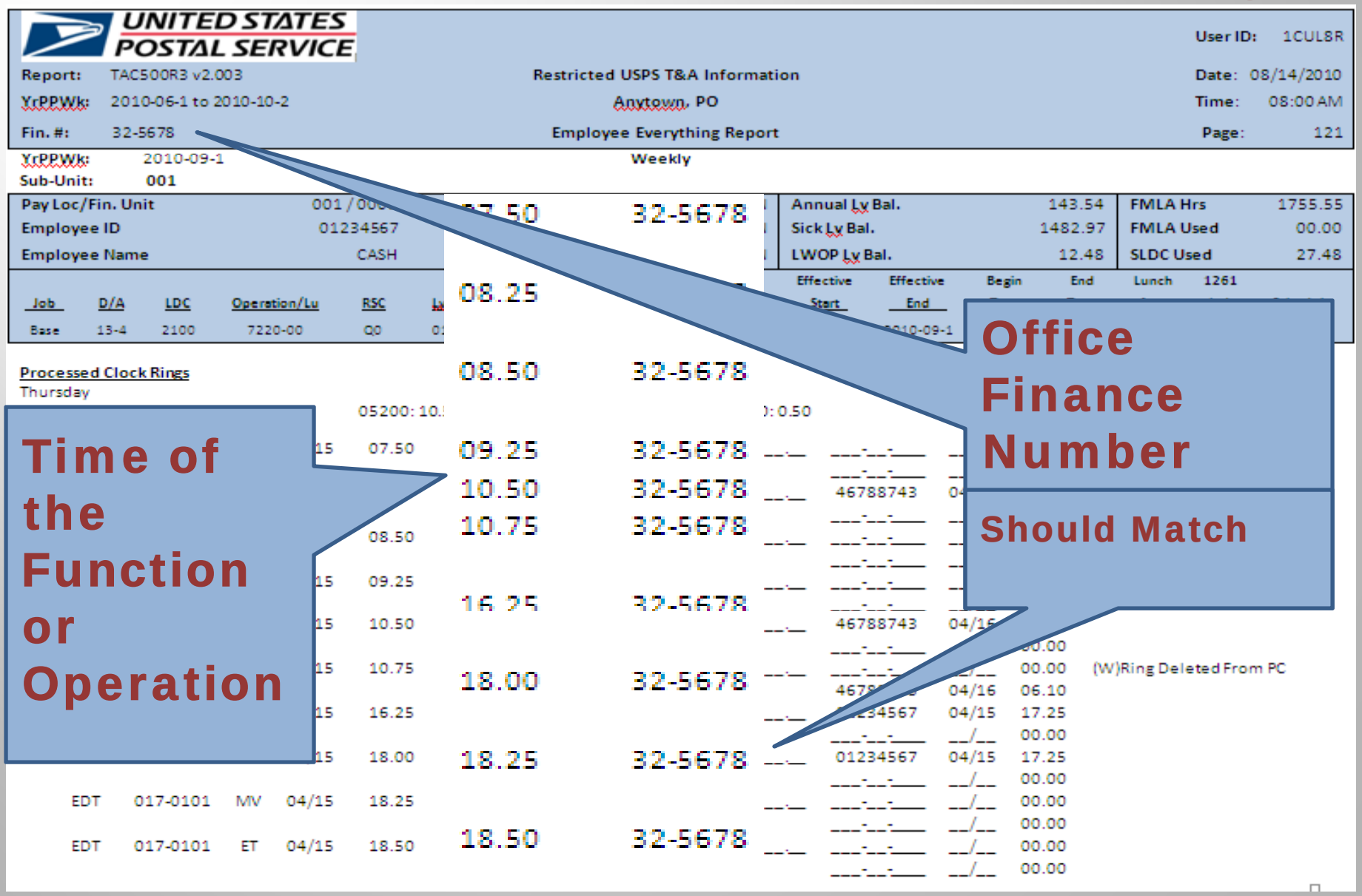

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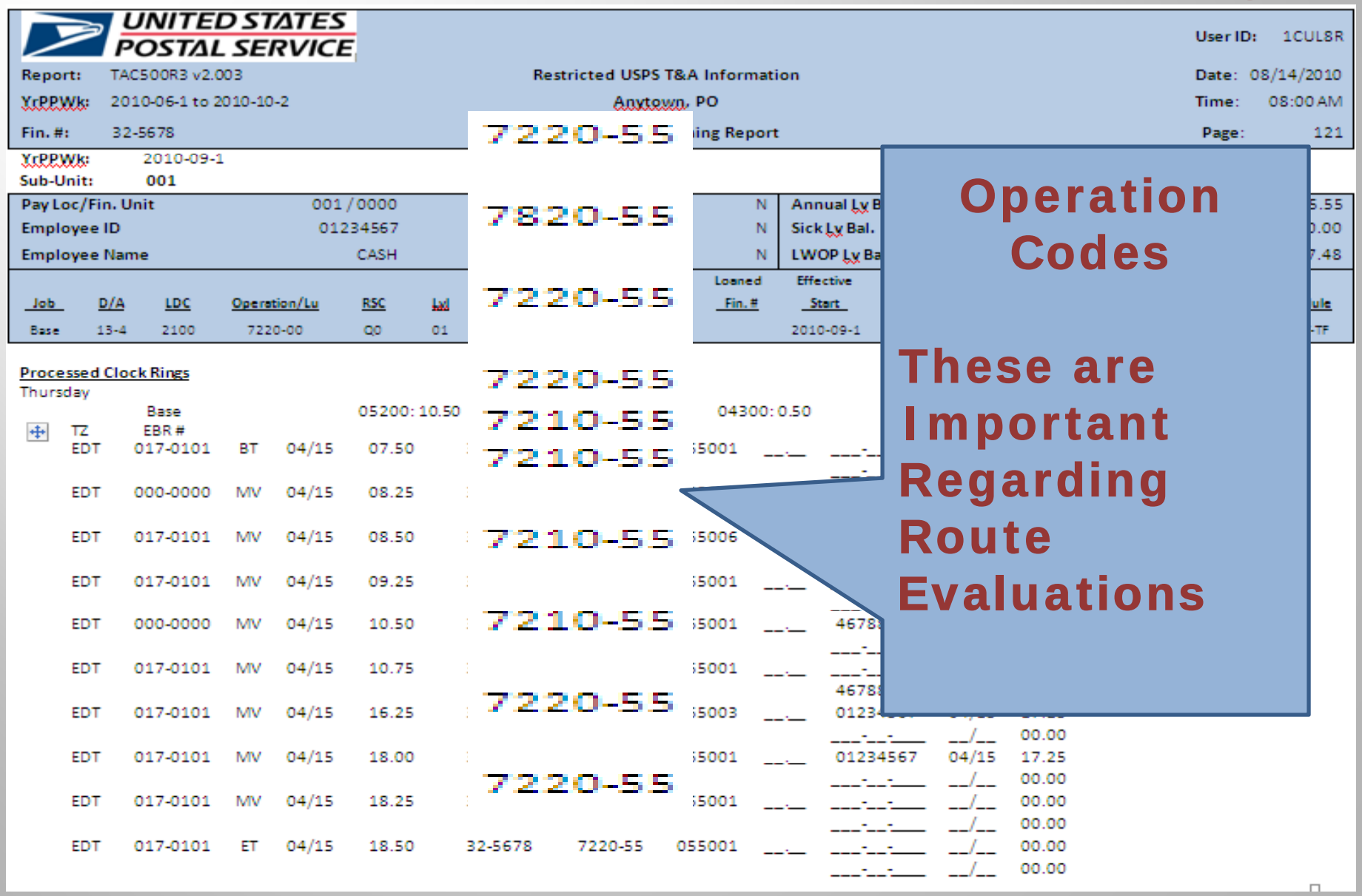

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YrPPWk: 2010-09-1

Sub-Unit: 001

Pay Loc/Fin. Unit	001 / 0000	N	Annual Lv B
Employee ID	01234567	N	Sick Lv Bal.
Employee Name	CASH	N	LWOP Lv Ba

Job	D/A	LDC	Operation/Lu	RSC	Lvl	Loaned Fin. #	Effective Start
Base	13-4	2100	7220-00	Q0	01		2010-09-1

Processed Clock Rings

Thursday

Base 05200: 10.50 — 04300: 0.50

TZ	EBR #									
EDT	017-0101	BT	04/15	07.50			5001	__.__	___-__-____	__/__ 00.00
EDT	000-0000	MV	04/15	08.25					01234567	04/15 17.25
EDT	017-0101	MV	04/15	08.50			5006		___-__-____	__/__ 00.00
EDT	017-0101	MV	04/15	09.25			5001	__.__	___-__-____	__/__ 00.00
EDT	000-0000	MV	04/15	10.50			5001	__.__	___-__-____	__/__ 00.00
EDT	017-0101	MV	04/15	10.75			5001	__.__	___-__-____	__/__ 00.00
EDT	017-0101	MV	04/15	16.25			5003	__.__	___-__-____	__/__ 00.00
EDT	017-0101	MV	04/15	18.00			5001	__.__	01234567	04/15 17.25
EDT	017-0101	MV	04/15	18.25			5001	__.__	___-__-____	__/__ 00.00
EDT	017-0101	ET	04/15	18.50	32-5678	7220-55	055001	__.__	___-__-____	__/__ 00.00

7220-55
7820-55
7220-55
7220-55
7210-55
7210-55
7210-55
7210-55
7220-55
7220-55

Operation Codes

These are Important Regarding Route Evaluations

Operation Codes

LDC Number	Operation Code	Description of Operation
21	354	Standby - Delivery Services*
21	613	Stewards Time - Carriers*
21	622	Travel - Delivery Services*
21	632	Meeting Time*
21	714	VIM Route - Office
21	716	2-Trip Business - Office
21	718	1-Trip Business - Office
21	720	Residential Foot - Office
21	722	Residential Motor - Office
21	724	2-Trip Mixed Foot - Office
21	726	2-Trip Mixed Motor - Office
21	728	1-Trip Mixed Foot - Office
21	730	1-Trip Mixed Motor - Office
21	744	PM - Carrier Office Time
22	713	ViM Route - Street
22	715	2-Trip Business - Street
22	717	1-Trip Business - Street
22	719	Residential Foot - Street
22	721	Residential Motor - Street
22	723	2-Trip Mixed Foot - Street
22	725	2-Trip Mixed Motor - Street
22	727	1-Trip Mixed Foot - Street
22	729	1-Trip Mixed Motor - Street

* Denotes Time not Included in DOIS Office Time *

Operation Codes

23	733	Parcel Post - Street
23	734	Parcel Post - Office
23	735	Relay - Street
23	736	Relay - Office
23	737	Combination Street
23	738	Combination Office
23	739	Carrier Drivers - Street
23	740	Carrier Drivers - Office
25	757	City Carrier on Rural Routes
26	743	Carrier Customer Support Activities
27	731	Collections - Street
27	732	Collections - Office
28	768	City Carrier Tertiary Distribution
29	709	Routers
29	710	Routers
29	711	Routers
29	712	PM - Routers Office Time
48	741	Miscellaneous Activity - Delivery Services
48	742	Miscellaneous Activity - Customer Services
92	782	Training - Delivery Services

* Denotes Time not Included in DOIS Office Time *

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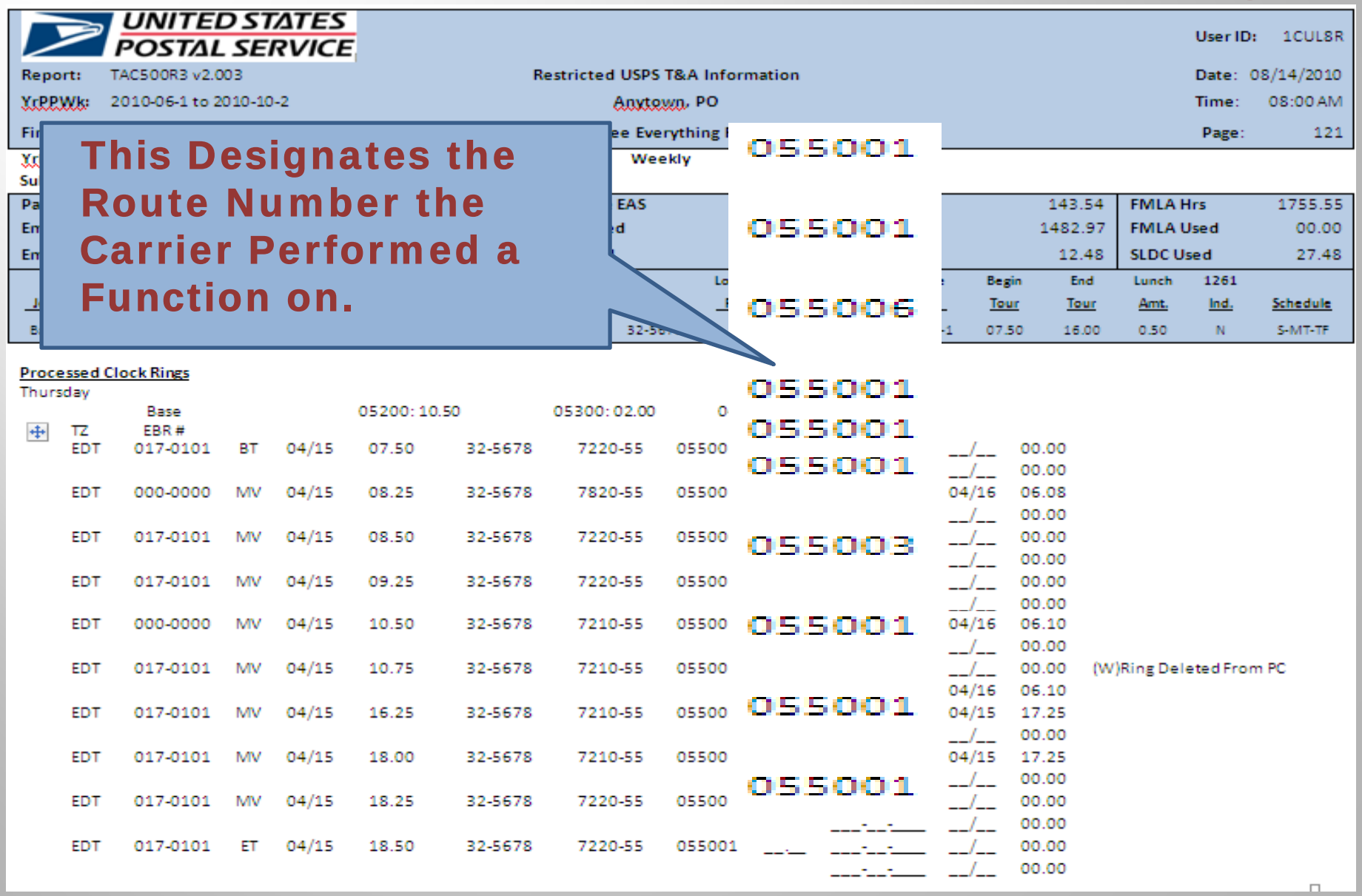

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Weekly

	143.54	FMLA Hrs	1755.55
	1482.97	FMLA Used	00.00
	12.48	SLDC Used	27.48

Begin Tour	End Tour	Lunch Amt.	1261 Ind.	Schedule
07.50	16.00	0.50	N	S-MT-TF

This Designates the Route Number the Carrier Performed a Function on.

055001
055001
055006
055001
055001
055001
055003
055001
055001
055001
055001

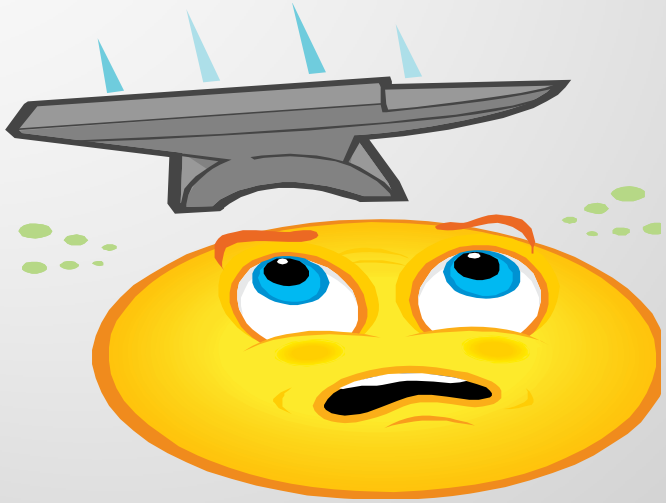
Processed Clock Rings

Thursday

Base 05200: 10.50 05300: 02.00 0

TZ	EBR #									
EDT	017-0101	BT	04/15	07.50	32-5678	7220-55	05500		__/__ 00.00	
									__/__ 00.00	
EDT	000-0000	MV	04/15	08.25	32-5678	7820-55	05500		04/16 06.08	
									__/__ 00.00	
EDT	017-0101	MV	04/15	08.50	32-5678	7220-55	05500		__/__ 00.00	
									__/__ 00.00	
EDT	017-0101	MV	04/15	09.25	32-5678	7220-55	05500		__/__ 00.00	
									__/__ 00.00	
EDT	000-0000	MV	04/15	10.50	32-5678	7210-55	05500		04/16 06.10	
									__/__ 00.00	
EDT	017-0101	MV	04/15	10.75	32-5678	7210-55	05500		__/__ 00.00	(W)Ring Deleted From PC
									04/16 06.10	
EDT	017-0101	MV	04/15	16.25	32-5678	7210-55	05500		04/15 17.25	
									__/__ 00.00	
EDT	017-0101	MV	04/15	18.00	32-5678	7210-55	05500		04/15 17.25	
									__/__ 00.00	
EDT	017-0101	MV	04/15	18.25	32-5678	7220-55	05500		__/__ 00.00	
								___-__-___	__/__ 00.00	
EDT	017-0101	ET	04/15	18.50	32-5678	7220-55	055001	__.__	___-__-___	__/__ 00.00
									___-__-___	__/__ 00.00

This is Where We Start to Put the Knowledge of the Anatomy of a Clock Ring to Good Use

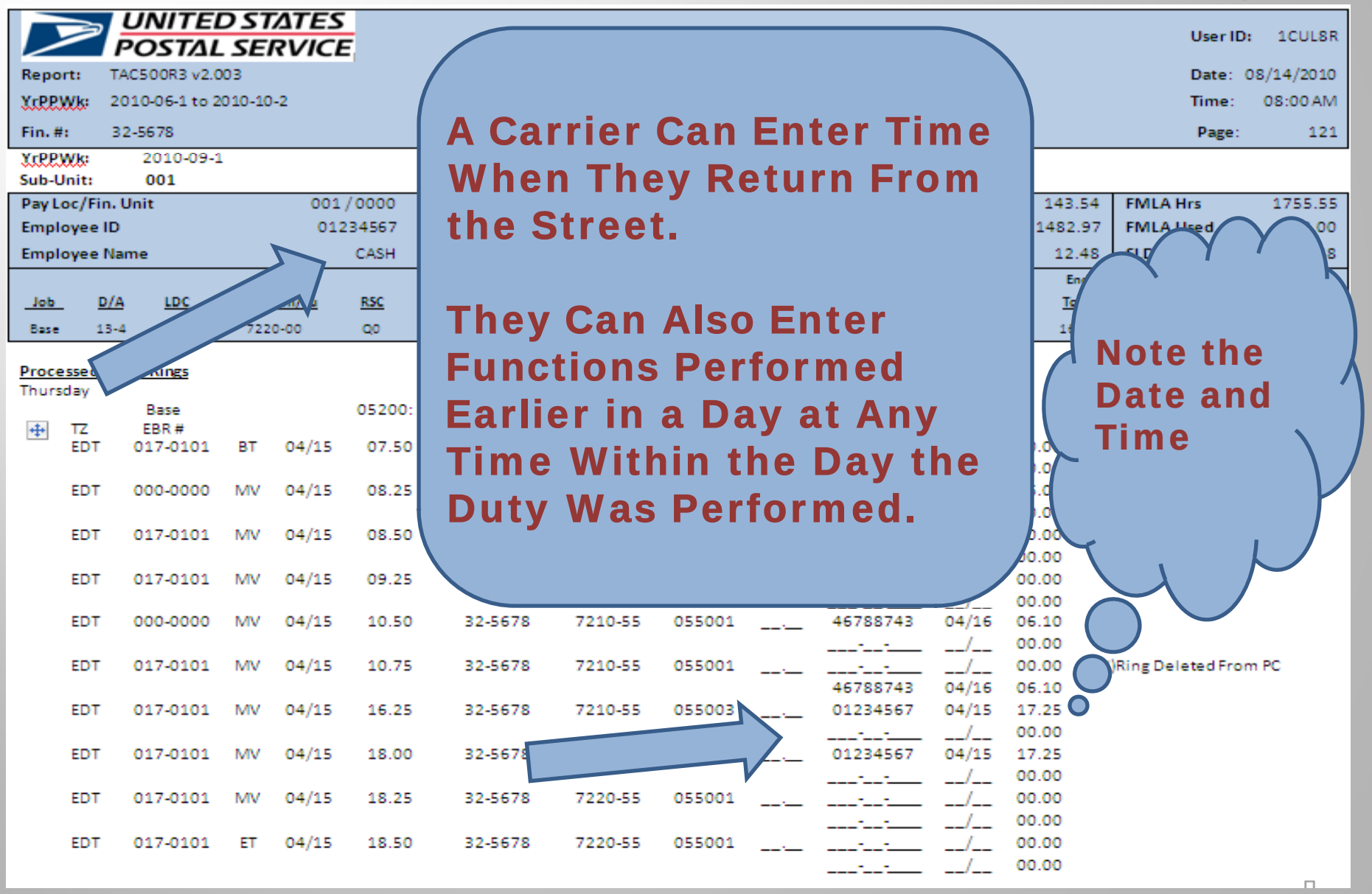


Remember the Zeros

This is Where You Figure Out if a Supervisor is Stealing Time or Changing Codes

Only Two Reasons Information Will Be on the Far Right Side of the TACS Report

Information on a TACS Page



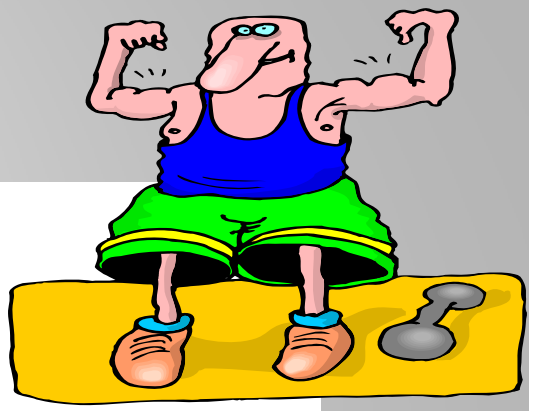
A Postal Supervisor Has Unlimited Power to Change, Delete or Enter Time or Codes in TACS

Fortunately There are Checks and Balances

Any Time a Supervisor Changes, Deletes or Enters Time, 3 Things Happen:

1. The Supervisor's Employee ID is Recorded
2. The Date the Entry was Made
   *Supervisors Can Make Entries at Any Time Until the Pay Week Closes
3. The Time the Entry was Made
   *The time is Central Time, not Actual Time For instance if it's 7:00 am in Washington, DC it will say 06.00. In California, it would say 09.00.

Let's See What the Manager Did To This Clock Ring



Processed Clock Rings

Tuesday

Base EBR #			05200: 09.00		05300: 01.00						
017-0101	BT	04/13	07.50	32-5678	7220-55	055001	__._	__.__	__/__	00.00	
								___.__.___	__/__	00.00	
000-0000	MV	04/13	09.50	32-5678	7820-55	055001	__._	46788743	04/14	06.08	
								___.__.___	__/__	00.00	
000-0000	MV	04/13	10.00	32-5678	3540-55	055001	__._	46788742	04/14	06.09	
								___.__.___	__/__	00.00	
000-0000	MV	04/13	10.50	32-5678	7210-55	055001	__._	46788742	04/14	06.10	
017-0101	MV	04/13	10.75	32-5678	7210-55	055001	__._	___.__.___	__/__	00.00	(W) Ring Deleted From PC
								46788742	04/14	06.10	
000-0000	MV	04/13	16.90	32-5678	7220-55	055001	__._	46788742	04/13	16.75	
017-0101	MV	04/13	17.05	32-5678	7220-55	055001	__._	___.__.___	__/__	00.00	(W) Ring Deleted From PC
				-				46788742	04/13	16.75	
000-0000	ET	04/13	17.00	32-5678	7220-55	055001	__._	46788742	04/13	16.76	
017-0101	ET	04/13	17.15	32-5678	7220-55	055001	__._	___.__.___	__/__	00.00	(W) Ring Deleted From PC
								46788742	04/13	16.76	

Let's See What the Manager Did To This Clock Ring

Tuesday

	Base			05200: 09.00		05300: 01.00	
TZ	EBR #						
EDT	017-0101	BT	04/13	07.50	32-5678	7220-55	055001
EDT	000-0000	MV	04/13	09.50	32-5678	7820-55	055001
EDT	000-0000	MV	04/13	10.00	32-5678	3540-55	055001
EDT	017-0101	MV	04/15	09.25	32-5678	7220-55	055001
EDT	000-0000	MV	04/15	10.50	32-5678	7210-55	055001
EDT	017-0101	MV	04/15	10.75	32-5678	7210-55	055001
EDT	000-0000	MV	04/13	16.90	32-5678	7220-55	055001
EDT	000-0000	ET	04/13	17.00	32-5678	7220-55	055001
EDT	017-0101	MV	04/15	17.05	32-5678	7220-55	055001
EDT	017-0101	ET	04/15	17.15	32-5678	7220-55	055001

First Look at What the Carrier Did:

BT:	**07.50**
MV Street:	**10.75**
MV Office:	**17.05**
ET:	**17.15**

?

How Much Time Should the Carrier Have Been Paid???

How Much Office Time???

How Much Street Time???

Let's See What the Manager Did To This Clock Ring

Tuesday

	Base			05200: 09.00		05300: 01.00	
TZ	EBR #						
EDT	017-0101	BT	04/13	07.50	32-5678	7220-55	055001
EDT	000-0000	MV	04/13	09.50	32-5678	7820-55	055001
EDT	000-0000	MV	04/13	10.00	32-5678	3540-55	055001
EDT	017-0101	MV	04/15	09.25	32-5678	7220-55	055001
EDT	000-0000	MV	04/15	10.50	32-5678	7210-55	055001
EDT	017-0101	MV	04/15	10.75	32-5678	7210-55	055001
EDT	000-0000	MV	04/13	16.90	32-5678	7220-55	055001
EDT	000-0000	ET	04/13	17.00	32-5678	7220-55	055001
EDT	017-0101	MV	04/15	17.05	32-5678	7220-55	055001
EDT	017-0101	ET	04/15	17.15	32-5678	7220-55	055001

First Look at What the Carrier Did:

BT:	07.50
MV Street:	10.75
MV Office:	17.05
ET:	17.15

?

How Much Time Should the Carrier Have Been Paid???

9.15

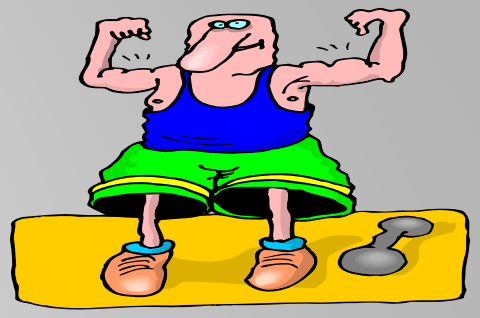
How Much Office Time???

3.35

How Much Street Time???

5.80

Let's See What the Manager Did To This Clock Ring



Let's Look at the Carriers Pay First

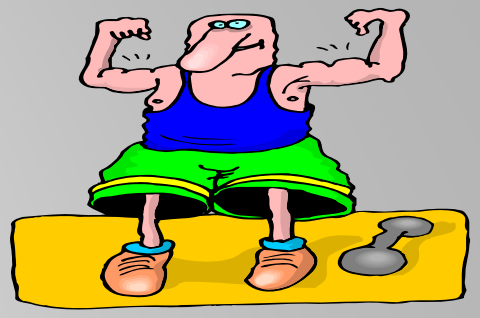
Tuesday

TZ	Base EBR #			05200: 09.00		05300: 01.00						
EDT	017-0101	BT	04/13	07.50	32-5678	7220-55	055001	__:__	___-__-____	__/__	00.00	
									___-__-____	__/__	00.00	
EDT	000-0000	MV	04/13	09.50	32-5678	7820-55	055001	__:__	46788743	04/14	06.08	
									___-__-____	__/__	00.00	
EDT	000-000						01	__:__	46788743	04/14	06.09	
									___-__-____	__/__	00.00	
EDT	017-010						01	__:__	___-__-____	__/__	00.00	
									___-__-____	__/__	00.00	
EDT	000-000						01	__:__	46788743	04/14	06.10	
									___-__-____	__/__	00.00	
EDT	017-0101	MV	04/15	10.75	32-567		055001	__:__	___-__-____	__/__	00.00	(W)Ring Deleted From PC
									46788743	04/14	06.10	
EDT	000-0000	MV	04/13	16.90	32-5678	7220-55	01	__:__	46788743	04/13	16.75	
									___-__-____	__/__	00.00	
EDT	000-0000	ET	04/13	17.00	32-5678	7220-55	055001	__:__	46788743	04/13	16.75	
									___-__-____	__/__	00.00	
EDT	017-0101	MV	04/15	17.05	32-5678	7220-55	055001	__:__	___-__-____	__/__	00.00	(W)Ring Deleted From PC
									46788743	04/13	16.75	
EDT	017-0101	ET	04/15	17.15	32-5678	7220-55	055001	__:__	___-__-____	__/__	00.00	(W) Ring Deleted From PC
									46788743	04/13	16.75	

No Changes

ET Was Deleted and Changed From 17.15 to 17.00 That's Why Pay is 9.00 Instead of 9.15

Let's See What the Manager Did To This Clock Ring



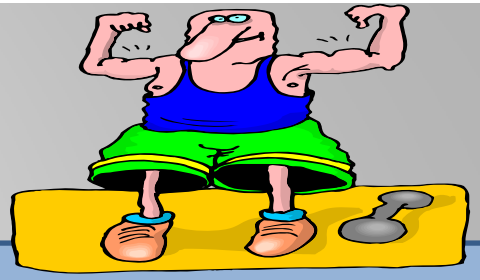
Let's Look at the Carriers Office Time: Remember We Said it Should Be 3.35 Hours

Carrier Worked From
7.50 – 10.75 = 3.25
17.05 – 17.15= .10

Tuesday

	Base			05200: 09.00			05300: 01.00					
TZ	EBR #											
EDT	017-0101	BT	04/13	07.50	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00	
									___-__-____	__/__	00.00	
EDT	000-0000	MV	04/13	09.50	32-5678	7820-55	055001	__.__	46788743	04/14	06.08	
									___-__-____	__/__	00.00	
EDT	000-0000	MV	04/13	10.00	32-5678	3540-55	055001	__.__	46788743	04/14	06.09	
									___-__-____	__/__	00.00	
EDT	017-0101	MV	04/15	09.25	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00	
									___-__-____	__/__	00.00	
EDT	000-0000	MV	04/15	10.50	32-5678	7210-55	055001	__.__	46788743	04/14	06.10	
									___-__-____	__/__	00.00	
EDT	017-0101	MV	04/15	10.75	32-5678	7210-55	055001	__.__	___-__-____	__/__	00.00	(W)Ring Deleted From PC
									46788743	04/14	06.10	
EDT	000-0000	MV	04/13	16.90	32-5678	7220-55	055001	__.__	46788743	04/13	16.75	
									___-__-____	__/__	00.00	
EDT	000-0000	ET	04/13	17.00	32-5678	7220-55	055001	__.__	46788743	04/13	16.75	
									___-__-____	__/__	00.00	
EDT	017-0101	MV	04/15	17.05	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00	(W)Ring Deleted From PC
									46788743	04/13	16.75	
EDT	017-0101	ET	04/15	17.15	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00	(W) Ring Deleted From PC
									46788743	04/13	16.75	

Let's See What the Manager Did To This Clock Ring



9.50 782 is Entered for .50 Units
10.00 354 is Entered for .50 Units
Even Though Carrier Clocked to Street at 10.75, Management Deleted Ring and Clocked Him Out at 10.50

Remember the Codes
782 and 354 Will Not Go Into DOIS
Let's Focus on the Morning First

Tuesday

	Base			05200: 09.00			05300: 01.00						
TZ	EBR #												
EDT	017-0101	BT	04/13	07.50	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00		
									___-__-____	__/__	00.00		
EDT	000-0000	MV	04/13	09.50	32-5678	7820-55	055001	__.__	46788743	04/14	06.08		
									___-__-____	__/__	00.00		
EDT	000-0000	MV	04/13	10.00	32-5678	3540-55	055001	__.__	46788743	04/14	06.09		
									___-__-____	__/__	00.00		
EDT	017-0101	MV	04/15	09.25	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00		
									___-__-____	__/__	00.00		
EDT	000-0000	MV	04/15	10.50	32-5678	7210-55	055001	__.__	46788743	04/14	06.10		
									___-__-____	__/__	00.00		
EDT	017-0101	MV	04/15	10.75	32-5678	7210-55	055001	__.__	___-__-____	__/__	00.00	(W)Ring Deleted From PC	
									46788743	04/14	06.10		
EDT	000-0000	MV	04/13	16.90	32-5678	7220-55	055001	__.__	46788743	04/13	16.75		
									___-__-____	__/__	00.00		
EDT	000-0000	ET	04/13	17.00	32-5678	7220-55	055001	__.__	46788743	04/13	16.75		
									___-__-____	__/__	00.00		
EDT	017-0101	MV	04/15	17.05	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00	(W)Ring Deleted From PC	
									46788743	04/13	16.75		
EDT	017-0101	ET	04/15	17.15	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00	(W) Ring Deleted From PC	
									46788743	04/13	16.75		

Let's See What the Manager Did To This Clock Ring

Remember the Codes
782 and 354 Will Not Go Into DOIS
Let's Focus on the Morning First

Instead of 3.25 Hours of Office Time in the Morning the Carrier Gets Credit for

2.00 Hours

Tuesday

	Base			05200: 09.00		05300: 01.00						
TZ	EBR #											
EDT	017-0101	BT	04/13	07.50	32-5678	7220-55	055001	__:__	___-__-____	__/__	00.00	
									___-__-____	__/__	00.00	
EDT	000-0000	MV	04/13	09.50	32-5678	7820-55	055001	__:__	46788743	04/14	06.08	
									___-__-____	__/__	00.00	
EDT	000-0000	MV	04/13	10.00	32-5678	3540-55	055001	__:__	46788743	04/14	06.09	
									___-__-____	__/__	00.00	
EDT	017-0101	MV	04/15	09.25	32-5678	7220-55	055001	__:__	___-__-____	__/__	00.00	
									___-__-____	__/__	00.00	
EDT	000-0000	MV	04/15	10.50	32-5678	7210-55	055001	__:__	46788743	04/14	06.10	
									___-__-____	__/__	00.00	
EDT	017-0101	MV	04/15	10.75	32-5678	7210-55	055001	__:__	___-__-____	__/__	00.00	(W)Ring Deleted From PC
									46788743	04/14	06.10	
EDT	000-0000	MV	04/13	16.90	32-5678	7220-55	055001	__:__	46788743	04/13	16.75	
									___-__-____	__/__	00.00	
EDT	000-0000	ET	04/13	17.00	32-5678	7220-55	055001	__:__	46788743	04/13	16.75	
									___-__-____	__/__	00.00	
EDT	017-0101	MV	04/15	17.05	32-5678	7220-55	055001	__:__	___-__-____	__/__	00.00	(W)Ring Deleted From PC
									46788743	04/13	16.75	
EDT	017-0101	ET	04/15	17.15	32-5678	7220-55	055001	__:__	___-__-____	__/__	00.00	(W) Ring Deleted From PC
									46788743	04/13	16.75	

Let's See What the Manager Did To This Clock Ring

Now Let's Look at the Afternoon

The Carrier Clocked In at 17.05 and Clocked Out at 17.15

.10 Units in the Afternoon

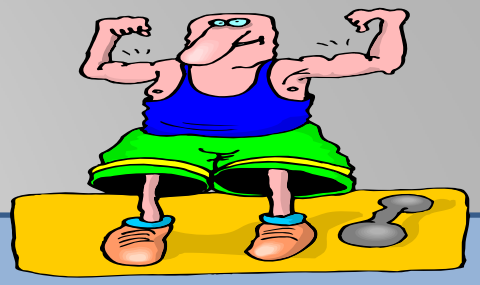
The Time Was Deleted and Changed to 16.90 – 17.00

.10 Units

Tuesday

	Base			05200: 09.00			05300: 01.00						
TZ	EBR #												
EDT	017-0101	BT	04/13	07.50	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00		
EDT	000-0000	MV	04/13	09.50	32-5678	7820-55	055001	__.__	46788743		.00		
EDT	000-0000	MV	04/13	10.00	32-5678	3540-55	055001	__.__	4678874		06.09		
EDT	017-0101	MV	04/15	09.25	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00		
EDT	000-0000	MV	04/15	10.50	32-5678	7210-55	055001	__.__	43	04/14	06.10		
EDT	017-0101	MV	04/15	10.75	32-5678	7210-55	055001	__.__	___-__-____	__/__	00.00	(W)Ring Deleted From PC	
EDT	000-0000	MV	04/13	16.90	32-5678	7220-55	055001	__.__	46788743	04/14	06.10		
EDT	000-0000	ET	04/13	17.00	32-5678	7220-55	055001	__.__	46788743	04/13	16.75		
EDT	017-0101	MV	04/15	17.05	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00	(W)Ring Deleted From PC	
EDT	017-0101	ET	04/15	17.15	32-5678	7220-55	055001	__.__	46788743	04/13	16.75		
									___-__-____	__/__	00.00	(W) Ring Deleted From PC	
									46788743	04/13	16.75		

Let's See What the Manager Did To This Clock Ring



So What Did the Manager Do To the Carriers Office Time???

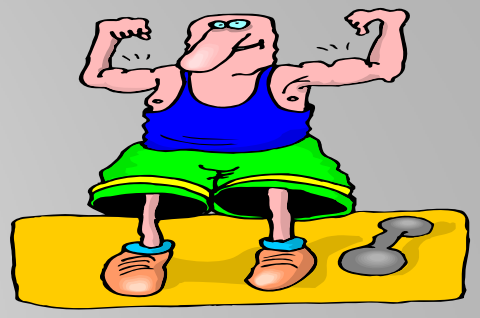
The Carriers Time Went from 3.35 Hours in the Office to 2.10 Hours in the Office.

1.25 Hours of the Carriers Office Time Disappears With a Few Changes on a Computer

Tuesday

	Base			05200: 09.00		05300: 01.00						
TZ	EBR #											
EDT	017-0101	BT	04/13	07.50	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00	
EDT	000-0000	MV	04/13	09.50	32-5678	7820-55	055001	__.__	46788743	04/14	06.08	
									___-__-____	__/__	00.00	
EDT	000-0000	MV	04/13	10.00	32-5678	3540-55	055001	__.__	46788743	04/14	06.09	
									___-__-____	__/__	00.00	
EDT	017-0101	MV	04/15	09.25	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00	
									___-__-____	__/__	00.00	
EDT	000-0000	MV	04/15	10.50	32-5678	7210-55	055001	__.__	46788743	04/14	06.10	
									___-__-____	__/__	00.00	
EDT	017-0101	MV	04/15	10.75	32-5678	7210-55	055001	__.__	___-__-____	__/__	00.00	(W)Ring Deleted From PC
									46788743	04/14	06.10	
EDT	000-0000	MV	04/13	16.90	32-5678	7220-55	055001	__.__	46788743	04/13	16.75	
									___-__-____	__/__	00.00	
EDT	000-0000	ET	04/13	17.00	32-5678	7220-55	055001	__.__	46788743	04/13	16.75	
									___-__-____	__/__	00.00	
EDT	017-0101	MV	04/15	17.05	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00	(W)Ring Deleted From PC
									46788743	04/13	16.75	
EDT	017-0101	ET	04/15	17.15	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00	(W) Ring Deleted From PC
									46788743	04/13	16.75	

Let's See What the Manager Did To This Clock Ring



How About Street Time

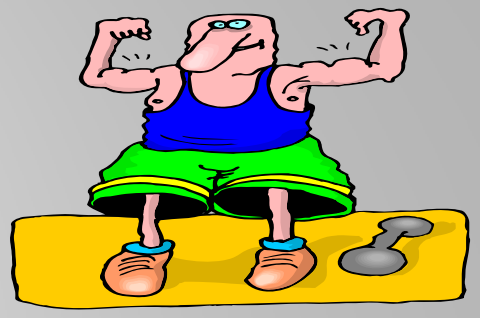
Carrier Clocked to Street at 10.75 and Returned to Office at 17.05

5.80 Hours of Street Time

Tuesday

	Base			05200: 09.00			05300: 01.00					
TZ	EBR #											
EDT	017-0101	BT	04/13	07.50	32-5678	7220-55	055001	__.__				
EDT	000-0000	MV	04/13	09.50	32-5678	7820-55	055001	__.__				
EDT	000-0000	MV	04/13	10.00	32-5678	3540-55	055001	__.__	46788		06.09	
										__/__	00.00	
EDT	017-0101	MV	04/15	09.25	32-5678	7220-55	055001	__.__		__/__	00.00	
									___-__-____	__/__	00.00	
EDT	000-0000	MV	04/15	10.50	32-5678	7210-55	055001	__.__	46788743	04/14	06.10	
									___-__-____	__/__	00.00	
EDT	017-0101	MV	04/15	10.75	32-5678	7210-55	055001	__.__	___-__-____	__/__	00.00	(W)Ring Deleted From PC
									46788743	04/14	06.10	
EDT	000-0000	MV	04/13	16.90	32-5678	7220-55	055001	__.__	46788743	04/13	16.75	
									___-__-____	__/__	00.00	
EDT	000-0000	ET	04/13	17.00	32-5678	7220-55	055001	__.__	46788743	04/13	16.75	
									___-__-____	__/__	00.00	
EDT	017-0101	MV	04/15	17.05	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00	(W)Ring Deleted From PC
									46788743	04/13	16.75	
EDT	017-0101	ET	04/15	17.15	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00	(W) Ring Deleted From PC
									46788743	04/13	16.75	

Let's See What the Manager Did To This Clock Ring



How About Street Time

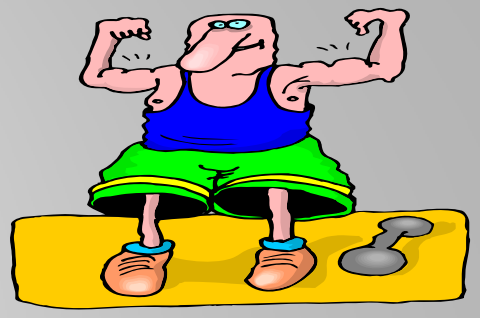
Management Changed His Time from 10.50 – 16.90

5.90 Hours on the Street

Tuesday

	Base			05200: 09.00		05300: 01.00							
TZ	EBR #												
EDT	017-0101	BT	04/13	07.50	32-5678	7220-55	055001	__.__					
EDT	000-0000	MV	04/13	09.50	32-5678	7820-55	055001	__.__					
EDT	000-0000	MV	04/13	10.00	32-5678	3540-55	055001	__.__	46788			06.09	
											__/__	00.00	
EDT	017-0101	MV	04/15	09.25	32-5678	7220-55	055001	__.__			__/__	00.00	
									___-__-____		__/__	00.00	
EDT	000-0000	MV	04/15	10.50	32-5678	7210-55	055001	__.__	46788743		04/14	06.10	
									___-__-____		__/__	00.00	
EDT	017-0101	MV	04/15	10.75	32-5678	7210-55	055001	__.__	___-__-____		__/__	00.00	(W)Ring Deleted From PC
									46788743		04/14	06.10	
EDT	000-0000	MV	04/13	16.90	32-5678	7220-55	055001	__.__	46788743		04/13	16.75	
									___-__-____		__/__	00.00	
EDT	000-0000	ET	04/13	17.00	32-5678	7220-55	055001	__.__	46788743		04/13	16.75	
									___-__-____		__/__	00.00	
EDT	017-0101	MV	04/15	17.05	32-5678	7220-55	055001	__.__	___-__-____		__/__	00.00	(W)Ring Deleted From PC
									46788743		04/13	16.75	
EDT	017-0101	ET	04/15	17.15	32-5678	7220-55	055001	__.__	___-__-____		__/__	00.00	(W) Ring Deleted From PC
									46788743		04/13	16.75	

Let's See What the Manager Did To This Clock Ring



How About Street Time

The Manager Increased the Carrier Street Time by .10 Units

Tuesday

TZ	Base EBR #			05200: 09.00		05300: 01.00						
EDT	017-0101	BT	04/13	07.50	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00	
									___-__-____	__/__	00.00	
EDT	000-0000	MV	04/13	09.50	32-5678	7820-55	055001	__.__	46788743	04/14	06.08	
									___-__-____	__/__	00.00	
EDT	000-0000	MV	04/13	10.00	32-5678	3540-55	055001	__.__	46788743	04/14	06.09	
									___-__-____	__/__	00.00	
EDT	017-0101	MV	04/15	09.25	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00	
									___-__-____	__/__	00.00	
EDT	000-0000	MV	04/15	10.50	32-5678	7210-55	055001	__.__	46788743	04/14	06.10	
									___-__-____	__/__	00.00	
EDT	017-0101	MV	04/15	10.75	32-5678	7210-55	055001	__.__	___-__-____	__/__	00.00	(W)Ring Deleted From PC
									46788743	04/14	06.10	
EDT	000-0000	MV	04/13	16.90	32-5678	7220-55	055001	__.__	46788743	04/13	16.75	
									___-__-____	__/__	00.00	
EDT	000-0000	ET	04/13	17.00	32-5678	7220-55	055001	__.__	46788743	04/13	16.75	
									___-__-____	__/__	00.00	
EDT	017-0101	MV	04/15	17.05	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00	(W)Ring Deleted From PC
									46788743	04/13	16.75	
EDT	017-0101	ET	04/15	17.15	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00	(W) Ring Deleted From PC
									46788743	04/13	16.75	

What Did We End Up With???

We Have the Carrier Shorted by .15 Units of Pay

Office Time Lessened by 1.25 Hours

Street Time Increased by .10 Units.

Let’s Do Another One

What's Wrong With This One

UNITED STATES POSTAL SERVICE

User ID: 1CUL8R

Report: TAC500R3 v2.003 | Restricted USPS T&A Information | Date: 08/14/2010

YrPPWk: 2010-06-1 to 2010-10-2 | Anytown, PO | Time: 08:00 AM

Fin. #: 32-5678 | Employee Everything Report | Page: 120

YrPPWk: 2010-09-1 Weekly

Sub-Unit: 001

| | | |

What's Wrong With This One

UNITED STATES POSTAL SERVICE

Report: TAC500R3 v2.003 Restricted USPS T&A Inform...

User ID: 1CUL8R

Date: 08/14/2010

Time: 08:00 AM

Page: 120

YrP... Anytown, PO

Fin... ...yee Everything Report

YrP... Weekly

Sub...

Pay... ...e EAS

Em... ...ed

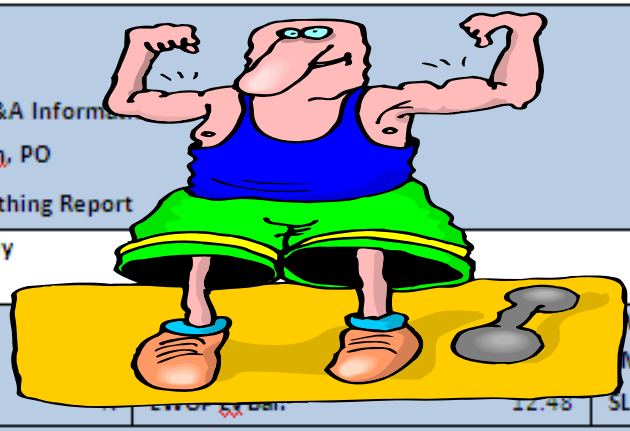
Em... ...L

MLA Hrs 1755.55

MLA Used 00.00

SLDC Used 27.48

It Seems Our Supervisor Has Tried to Avoid Paying Overtime by Giving the Carrier a .75 Unit Lunch



Job	D/A	LDC	Operation/Lu	RSC	LWI	FLSA	Route #	Fin.#	Loaned Fin. #	Effective Start	Effective End	Begin Tour	End Tour	Lunch Amt.	1261 Ind.	Schedule
Base	13-4	2100	7220-00	Q0	01	N	055001	32-5678		2010-09-1	2010-09-1	07.50	16.00	0.50	N	S-MT-TF

Processed Clock Rings

Wednesday

Base 05200: 08.00 05300: 08.00

TZ	EBR #										
EDT	017-0101	BT	04/14	07.50	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00
									___-__-____	__/__	00.00
EDT	017-0101	MV	04/14	10.25	32-5678	7210-55	055001	__.__	___-__-____	__/__	00.00
									___-__-____	__/__	00.00
EDT	000-0000	OL	04/14	11.50	32-5678	7220-55	055001	__.__	46788743	04/16	06.25
									___-__-____	__/__	00.00
EDT	000-0000	IL	04/14	12.25	32-5678	7210-55	055001	__.__	46788743	04/16	06.25
									___-__-____	__/__	00.00
EDT	017-0101	MV	04/14	16.05	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00
									___-__-____	__/__	00.00
EDT	017-0101	ET	04/14	16.15	32-5678	7210-55	055001	__.__	___-__-____	__/__	00.00
									___-__-____	__/__	00.00

Carriers Automatically Have a Lunch Taken Out

What's Wrong With This One

UNITED STATES POSTAL SERVICE

		User ID:	1CUL8R
Report: TAC500R3 v2.003	Restricted USPS T&A Information	Date:	08/14/2010
YrPPWk: 2010-06-1 to 2010-10-2	Anytown, PO	Time:	08:00 AM
Fin. #: 32-5678	Employee Everything Report	Page:	120

YrPPWk: 2010-09-1 Weekly

Sub-Unit: 001

Pay Loc/Fin. Unit	001 / 0000	Variable EAS	N	Annual Lv Bal.	143.54	FMLA Hrs	1755.55
Employee ID	01234567	Borrowed	N	Sick Lv Bal.	1482.97	FMLA Used	00.00
Employee Name	CASH ON	Auto H/L	N	LWOP Lv Bal.	12.48	SLDC Used	27.48

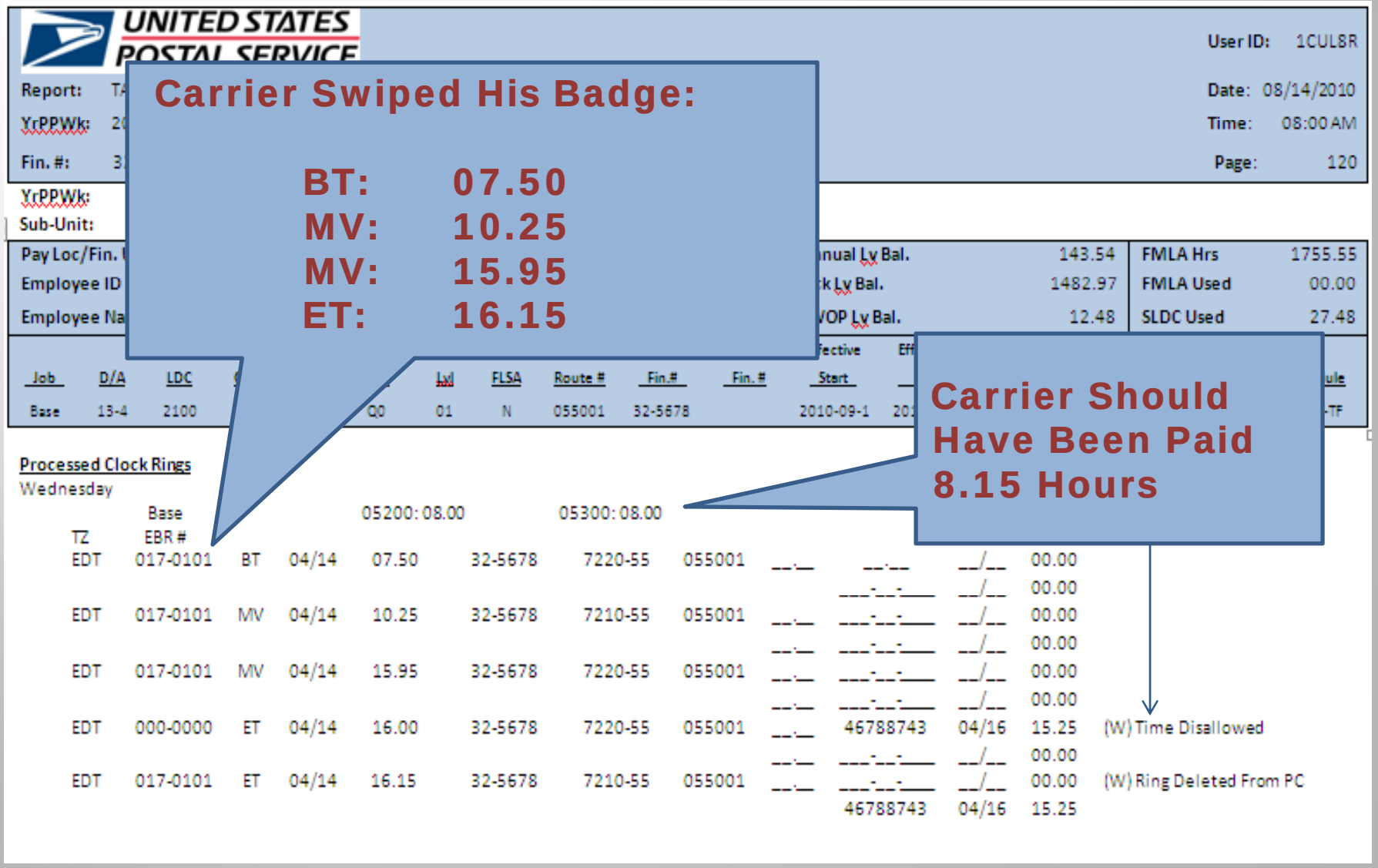
Job	D/A	LDC	Operation/Lu	RSC	Lvl	FLSA	Route #	Fin.#	Loaned Fin. #	Effective Start	Effective End	Begin Tour	End Tour	Lunch Amt.	1261 Ind.	Schedule
Base	13-4	2100	7220-00	Q0	01	N	055001	32-5678		2010-09-1	2010-09-1	07.50	16.00	0.50	N	S-MT-TF

Processed Clock Rings

Wednesday

TZ	Base EBR #			05200: 08.00		05300: 08.00						
EDT	017-0101	BT	04/14	07.50	32-5678	7220-55	055001	__.__	__.__	__/__	00.00	
									___-__-____	__/__	00.00	
EDT	017-0101	MV	04/14	10.25	32-5678	7210-55	055001	__.__	___-__-____	__/__	00.00	
								__.__	___-__-____	__/__	00.00	
EDT	017-0101	MV	04/14	15.95	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00	
								__.__	___-__-____	__/__	00.00	
EDT	000-0000	ET	04/14	16.00	32-5678	7220-55	055001	__.__	46788743	04/16	15.25	(W) Time Disallowed
								__.__	___-__-____	__/__	00.00	
EDT	017-0101	ET	04/14	16.15	32-5678	7210-55	055001	__.__	___-__-____	__/__	00.00	(W) Ring Deleted From PC
									46788743	04/16	15.25	

What's Wrong With This One



UNITED STATES POSTAL SERVICE

User ID: 1CUL8R
Report: TA
YrPPWk: 20
Date: 08/14/2010
Time: 08:00 AM
Fin. #: 3
Page: 120
YrPPWk:
Sub-Unit:

Carrier Swiped His Badge:

BT: 07.50
MV: 10.25
MV: 15.95
ET: 16.15

Carrier Should Have Been Paid 8.15 Hours

Pay Loc/Fin.		Annual Lv Bal.	143.54	FMLA Hrs	1755.55
Employee ID		Sick Lv Bal.	1482.97	FMLA Used	00.00
Employee Na		VOP Lv Bal.	12.48	SLDC Used	27.48

Job	D/A	LDC			Lvl	FLSA	Route #	Fin.#	Fin. #	Start	
Base	13-4	2100		Q0	01	N	055001	32-5678		2010-09-1	20

Processed Clock Rings
Wednesday

Base 05200: 08.00 05300: 08.00

TZ	EBR #											
EDT	017-0101	BT	04/14	07.50	32-5678	7220-55	055001	__:__	__:__	__/__	00.00	
									___-__-____	__/__	00.00	
EDT	017-0101	MV	04/14	10.25	32-5678	7210-55	055001	__:__	___-__-____	__/__	00.00	
								__:__	___-__-____	__/__	00.00	
EDT	017-0101	MV	04/14	15.95	32-5678	7220-55	055001	__:__	___-__-____	__/__	00.00	
								__:__	___-__-____	__/__	00.00	
EDT	000-0000	ET	04/14	16.00	32-5678	7220-55	055001	__:__	46788743	04/16	15.25	(W) Time Disallowed
								__:__	___-__-____	__/__	00.00	
EDT	017-0101	ET	04/14	16.15	32-5678	7210-55	055001	__:__	___-__-____	__/__	00.00	(W) Ring Deleted From PC
									46788743	04/16	15.25	

What's Wrong With This One

UNITED STATES POSTAL SERVICE

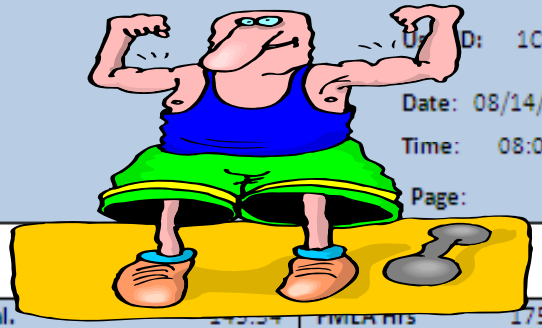
Report: TAC500R3 v2.003 Restricted USPS T&A Information

YrPPWk: 2010-06-1 to 2010-10-2

Fin. #: 32-5678

YrPPWk: 2010-09-1

Sub-Unit: 001



D: 1CUL8R

Date: 08/14/2010

Time: 08:00 AM

Page: 120

Supervisor Deleted ET and Disallowed the Time From the Carrier

Pay Loc/Fin. Unit		Annual Lv Bal.	FMLA Hrs 1755.55
Employee ID		Sick Lv Bal. 1482.97	FMLA Used 00.00
Employee Name		LWOP Lv Bal. 12.48	SLDC Used 27.48

Job	D/A	LDC	Operation/Lu	RSC	Lvl	FLSA	Route	Fin. #	Effective Start	Effective End	Begin Tour	End Tour	Lunch Amt.	1261 Ind.	Schedule
Base	13-4	2100	7220-00	Q0	01	N	055001		2010-09-1	2010-09-1	07.50	16.00	0.50	N	S-MT-TF

Processed Clock Rings

Wednesday

Base 05200: 08.00 05300: 08.00

TZ	EBR #											
EDT	017-0101	BT	04/14	07.50	32-5678	7220-55	0	__.__	__.__	__/__	00.00	
									___-__-____	__/__	00.00	
EDT	017-0101	MV	04/14	10.25	32-5678	7210-55	0550	__.__	___-__-____	__/__	00.00	
								__.__	___-__-____	__/__	00.00	
EDT	017-0101	MV	04/14	15.95	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00	
								__.__	___-__-____	__/__	00.00	
EDT	000-0000	ET	04/14	16.00	32-5678	7220-55	055001	__.__	46788743	04/16	15.25	(W) Time Disallowed
								__.__	___-__-____	__/__	00.00	
EDT	017-0101	ET	04/14	16.15	32-5678	7210-55	055001	__.__	___-__-____	__/__	00.00	(W) Ring Deleted From PC
									46788743	04/16	15.25	

Time Disallowed

If a Supervisor Disallows Time They Must:

- **Fill Out a 1017-A**
- **1017-A is a Form Filled Out by a Supervisor When Time is Disallowed Because They Allege the Carrier Was Not Working**

1017-A

F-21 146.251

United States Postal Service
Time Disallowance Record

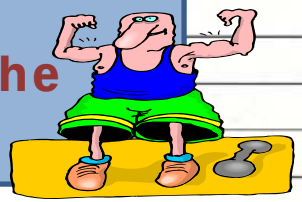
Post Office	Employee ID No.	Employee Name

Date	Year	Pay Period	Week	Day	Total Clock Time	Total Disallowed Time	Supv's Initials	Date Employee Notified	Code	Remarks
1	2	3	4	5	6	7	8	9	10	11

PS Form **1017-A**, October 1968 (11/82 Edition Usable)

Supervisor is Required to Notify Letter Carrier and Record the Date of Notification

Do You Think Our Supervisor Notified the Carriers?????



What's Wrong With This One

UNITED STATES POSTAL SERVICE

User ID: 1CUL8R

Report: TAC500R3 v2.003 | Restricted USPS T&A Information | Date: 08/14/2010

YrPPWk: 2010-06-1 to 2010-10-2 | Anytown, PO | Time: 08:00 AM

Fin. #: 32-5678 | Employee Everything Report | Page: 120

YrPPWk: 2010-09-1 | Weekly

Sub-Unit: 001

Pay Loc/Fin. Unit	001 / 0000	Variable EAS	N	Annual Lv Bal.	143.54	FMLA Hrs	1755.55
Employee ID	01234567	Borrowed	N	Sick Lv Bal.	1482.97	FMLA Used	00.00
Employee Name	CASH ON	Auto H/L	N	LWOP Lv Bal.	12.48	SLDC Used	27.48

Job	D/A	LDC	Operation/Lu	RSC	Lvl	FLSA	Route #	Fin.#	Loaned Fin. #	Effective Start	Effective End	Begin Tour	End Tour	Lunch Amt.	1261 Ind.	Schedule
Base	13-4	2100	7220-00	Q0	01	N	055001	32-5678		2010-09-1	2010-09-1	07.50	16.00	0.50	N	S-MT-TF

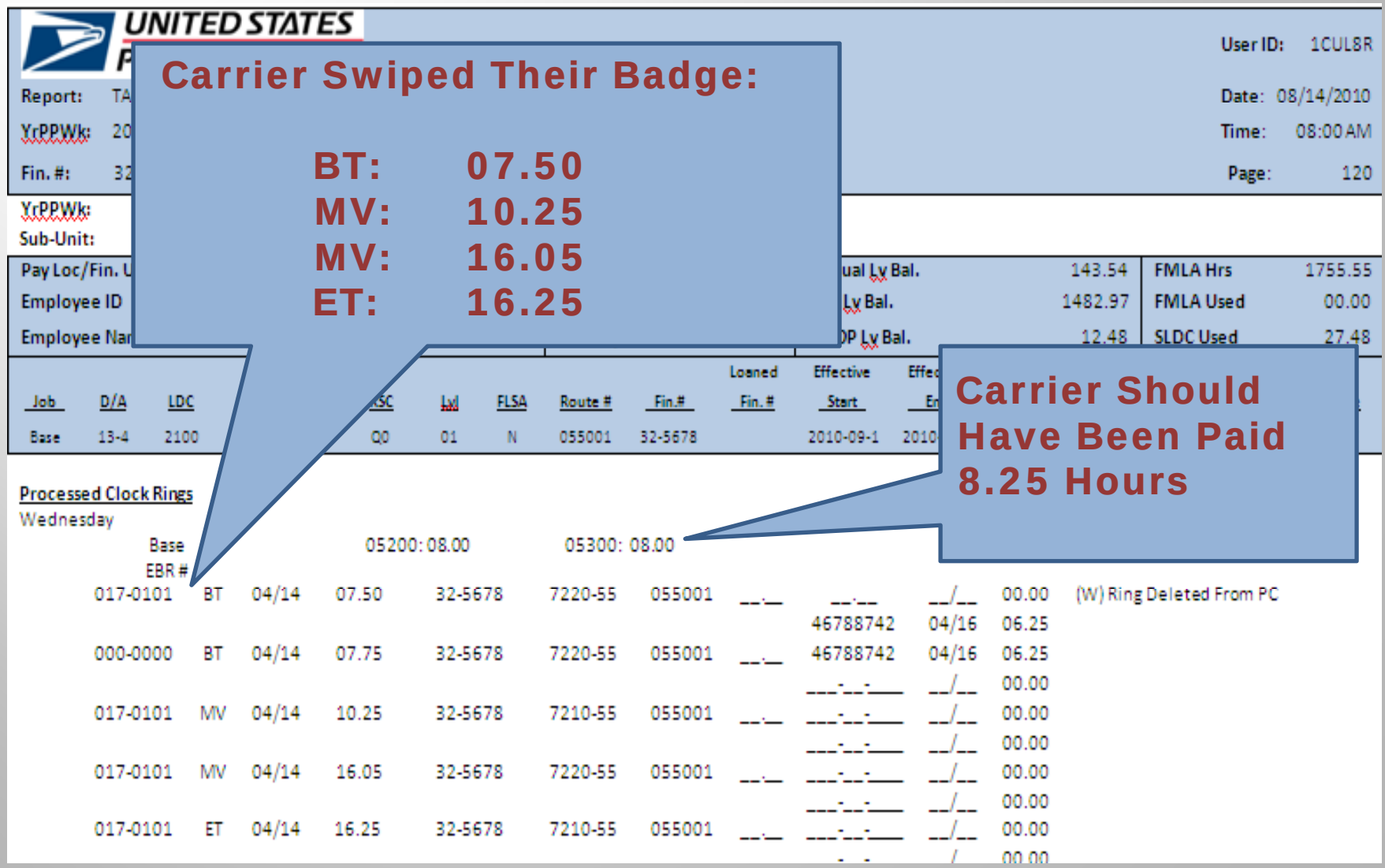
Processed Clock Rings

Wednesday

Base 05200: 08.00 05300: 08.00

TZ	EBR #											
EDT	017-0101	BT	04/14	07.50	32-5678	7220-55	055001	__.__	__.__	__/__	00.00	(W) Ring Deleted From PC
									46788743	04/16	06.25	
EDT	000-0000	BT	04/14	07.75	32-5678	7220-55	055001	__.__	46788743	04/16	06.25	
									___-__-____	__/__	00.00	
EDT	017-0101	MV	04/14	10.25	32-5678	7210-55	055001	__.__	___-__-____	__/__	00.00	
									___-__-____	__/__	00.00	
EDT	017-0101	MV	04/14	16.05	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00	
									___-__-____	__/__	00.00	
EDT	017-0101	ET	04/14	16.25	32-5678	7210-55	055001	__.__	___-__-____	__/__	00.00	
									___-__-____	__/__	00.00	

What's Wrong With This One



UNITED STATES P

User ID: 1CUL8R
Report: TA
YrPPWk: 20
Date: 08/14/2010
Time: 08:00 AM
Fin. #: 32
Page: 120
YrPPWk:
Sub-Unit:

Pay Loc/Fin. U
Employee ID
Employee Nar

ual Lv Bal. 143.54 | FMLA Hrs 1755.55
Lv Bal. 1482.97 | FMLA Used 00.00
OP Lv Bal. 12.48 | SLDC Used 27.48

Job	D/A	LDC	SC	Lvl	FLSA	Route #	Fin.#	Loaned Fin. #	Effective Start	Effe En
Base	13-4	2100	Q0	01	N	055001	32-5678		2010-09-1	2010

Processed Clock Rings
Wednesday

Base 05200: 08.00 05300: 08.00

EBR #											
017-0101	BT	04/14	07.50	32-5678	7220-55	055001	__.__	__.__	__/__	00.00	(W) Ring Deleted From PC
								46788742	04/16	06.25	
000-0000	BT	04/14	07.75	32-5678	7220-55	055001	__.__	46788742	04/16	06.25	
								___-__-____	__/__	00.00	
017-0101	MV	04/14	10.25	32-5678	7210-55	055001	__.__	___-__-____	__/__	00.00	
								___-__-____	__/__	00.00	
017-0101	MV	04/14	16.05	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00	
								___-__-____	__/__	00.00	
017-0101	ET	04/14	16.25	32-5678	7210-55	055001	__.__	___-__-____	__/__	00.00	
								- -	/	00.00	

Carrier Swiped Their Badge:

BT: 07.50
MV: 10.25
MV: 16.05
ET: 16.25

Carrier Should Have Been Paid 8.25 Hours

What's Wrong With This One

UNITED STATES POSTAL SERVICE

Report: TAC500R3 v2.003 Restricted USPS T&A Information

User ID: 1CUL8R

YrPPWk: 2 Time: 08:00 AM

Fin. #: 3 Page: 120

YrPPWk:

Sub-Unit:

Pay Loc/Fin.

Employee ID

Employee N

Annual Lv Bal. 5.55

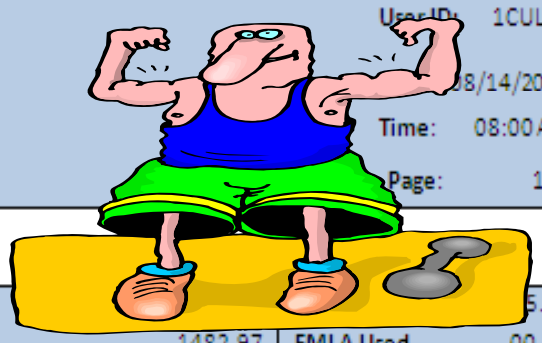
Sick Lv Bal. 1482.97 FMLA Used 00.00

LWOP Lv Bal. 8

Job	D/A	LDC	Operation/Lu	RSC	Lvl	FLSA	Fin. #	Effective Start	Effective End
Base	13-4	2100	7220-00	Q0	01	N	0550	2010-09-1	2010-09-

Supervisor Deleted Begin Tour and Changed it to

7.75



Not Only Did the Supervisor Steal .25 Units From the Carrier, He Made the Carrier Late for Work

Processed Clock Rings

Wednesday

	Base		05200: 08.00		05300: 08.00						
	EBR #										
	017-0101	BT	04/14	07.50	32-5678	7220-55	055001	__.__	__.__	__/__	00.00 (W) Ring Deleted From PC
									46788742	04/16	06.25
	000-0000	BT	04/14	07.75	32-5678	7220-55	055001	__.__	46788742	04/16	06.25
									___-__-____	__/__	00.00
	017-0101	MV	04/14	10.25	32-5678	7210-55	055001	__.__	___-__-____	__/__	00.00
									___-__-____	__/__	00.00
	017-0101	MV	04/14	16.05	32-5678	7220-55	055001	__.__	___-__-____	__/__	00.00
									___-__-____	__/__	00.00
	017-0101	ET	04/14	16.25	32-5678	7210-55	055001	__.__	___-__-____	__/__	00.00
									- -	/	00.00

Now That You Know How To Read Clock Rings

You're On Your Way to Stopping Management from Stealing Time

Here are Some Tricks Managers Use

A Few Tricks For You

Here are Some Things to Look for if You Suspect a Manager is Stealing Pay

OL: Out to Lunch
IL: In from Lunch
093: No Lunch Code

Change in Begin Tour
Change in End Tour

Time Disallowed

Ring Deleted From PC

Here are Some Things to Look for if You Suspect a Manager is Stealing Pay

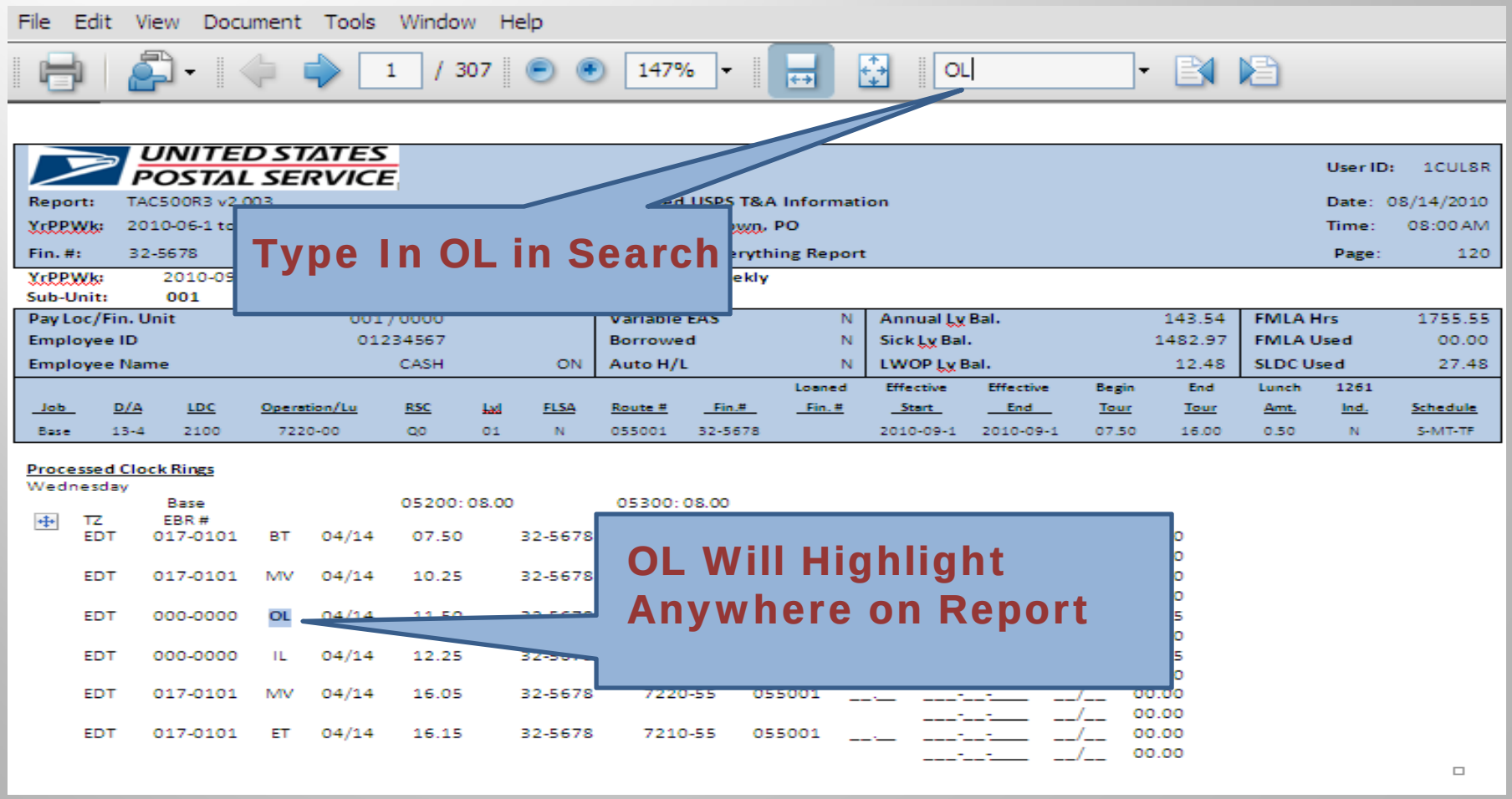
These Items Can Be Searched Easily

Ring Deleted From PC is Labor Intensive

*** Tip: If You Suspect a Supervisor is Stealing Time, Request to Review any 1017-A (s) BEFORE Asking for the Employee Everything Report**

Here are Some Things to Look for if You Suspect a Manager is Stealing Pay

Here's an Example of How to Easily Search a Clock Ring in PDF Format



UNITED STATES POSTAL SERVICE

Report: TAC500R3 v2.003 — ...d USPS T&A Information
YrPPWk: 2010-06-1 to — ...wn, PO
Fin. #: 32-5678 — ...erything Report
YrPPWk: 2010-09 — ...ekly
Sub-Unit: 001

User ID: 1CULSR
Date: 08/14/2010
Time: 08:00 AM
Page: 120

Pay Loc/Fin. Unit	001 / 0000	Variable EAS	N	Annual Lv Bal.	143.54	FMLA Hrs	1755.55
Employee ID	01234567	Borrowed	N	Sick Lv Bal.	1482.97	FMLA Used	00.00
Employee Name	CASH ON	Auto H/L	N	LWOP Lv Bal.	12.48	SLDC Used	27.48

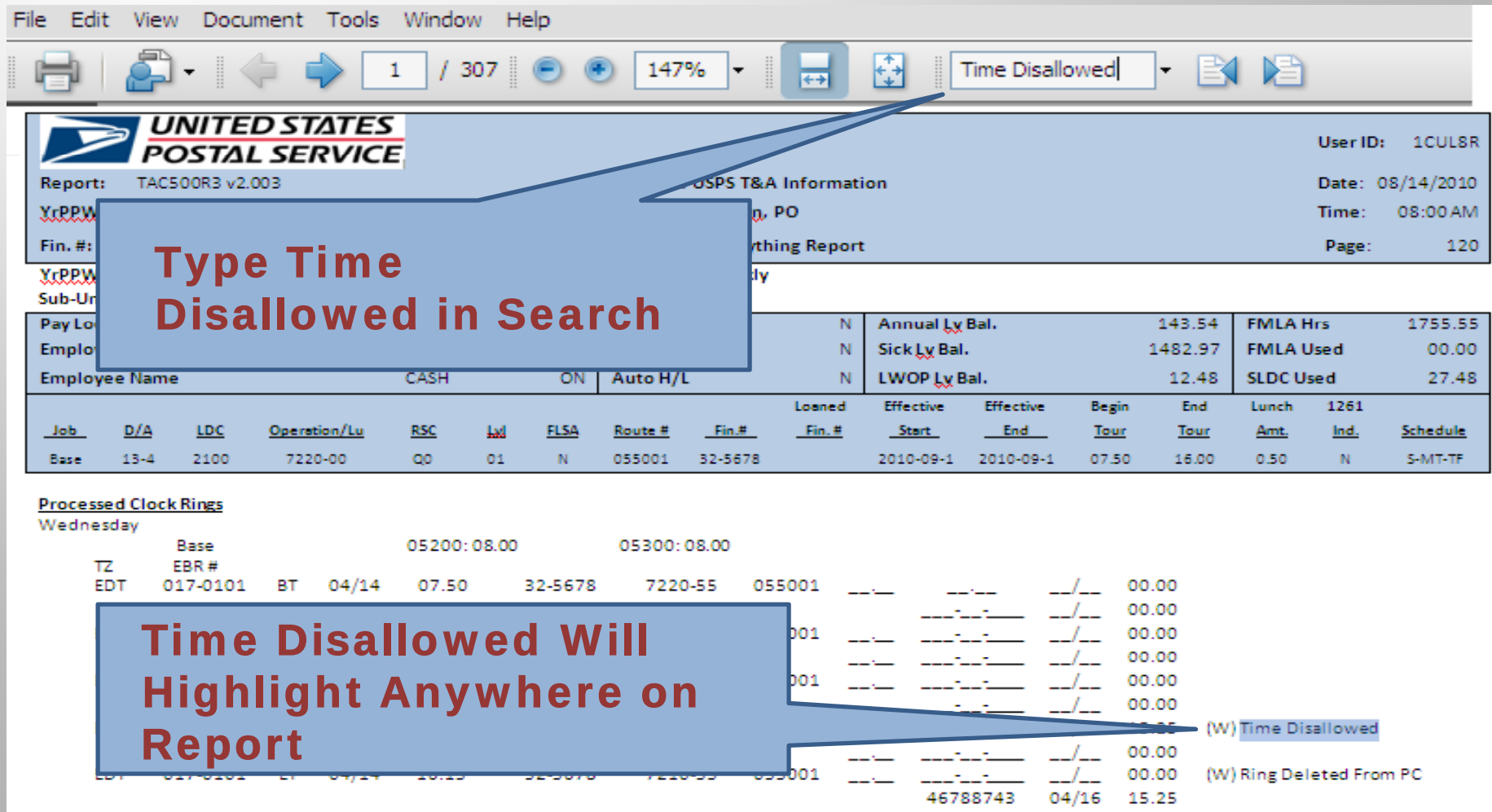
Job	D/A	LDC	Operation/Lu	RSC	Lvl	FLSA	Route #	Fin.#	Loaned Fin. #	Effective Start	Effective End	Begin Tour	End Tour	Lunch Amt.	1261 Ind.	Schedule
Base	13-4	2100	7220-00	Q0	01	N	055001	32-5678		2010-09-1	2010-09-1	07.50	16.00	0.50	N	S-MT-TF

Processed Clock Rings
Wednesday

	Base EBR #			05200: 08.00		05300: 08.00					
TZ											
EDT	017-0101	BT	04/14	07.50	32-5678						0
EDT	017-0101	MV	04/14	10.25	32-5678						0
EDT	000-0000	OL	04/14	11.50	32-5678						0
EDT	000-0000	IL	04/14	12.25	32-5678						5
EDT	017-0101	MV	04/14	16.05	32-5678	7220-55	055001	__:__	___-__-____	__/__	0
									___-__-____	__/__	00.00
EDT	017-0101	ET	04/14	16.15	32-5678	7210-55	055001	__:__	___-__-____	__/__	00.00
									___-__-____	__/__	00.00

Here are Some Things to Look for if You Suspect a Manager is Stealing Pay

Here's an Example of How to Easily Search a Clock Ring in PDF Format



Here are Some Things to Look for if You Suspect a Manager is Altering Route Information

In DOIS, Local Managers Can Manipulate Mail Volumes

They Cannot Manipulate the Time a Carrier Spends Casing and Delivering Mail.

The Manipulation Must Occur in TACS

Here are Some Things to Look for if You Suspect a Manager is Altering Route Information

The Evaluation of a Letter Carriers Route is Based on Casing and Delivering Mail

Each Operation Falls Under a Labor Distribution Code (LDC)

LDC 21: Office Time
LDC 22: Street Time

Operation Codes

LDC Number	Operation Code	Description of Operation
21	354	Standby - Delivery Services*
21	613	Stewards Time - Carriers*
21	622	Travel - Delivery Services*
21	632	Meeting Time*
21	714	VIM Route - Office
21	716	2-Trip Business - Office
21	718	1-Trip Business - Office
21	720	Residential Foot - Office
21	722	Residential Motor - Office
21	724	2-Trip Mixed Foot - Office
21	726	2-Trip Mixed Motor - Office
21	728	1-Trip Mixed Foot - Office
21	730	1-Trip Mixed Motor - Office
21	744	PM - Carrier Office Time
22	713	ViM Route - Street
22	715	2-Trip Business - Street
22	717	1-Trip Business - Street
22	719	Residential Foot - Street
22	721	Residential Motor - Street
22	723	2-Trip Mixed Foot - Street
22	725	2-Trip Mixed Motor - Street
22	727	1-Trip Mixed Foot - Street
22	729	1-Trip Mixed Motor - Street

* Denotes Time not Included in DOIS Office Time *

Here are Some Things to Look for if You Suspect a Manager is Altering Route Information

Here Are Some Codes to Look for:

Office

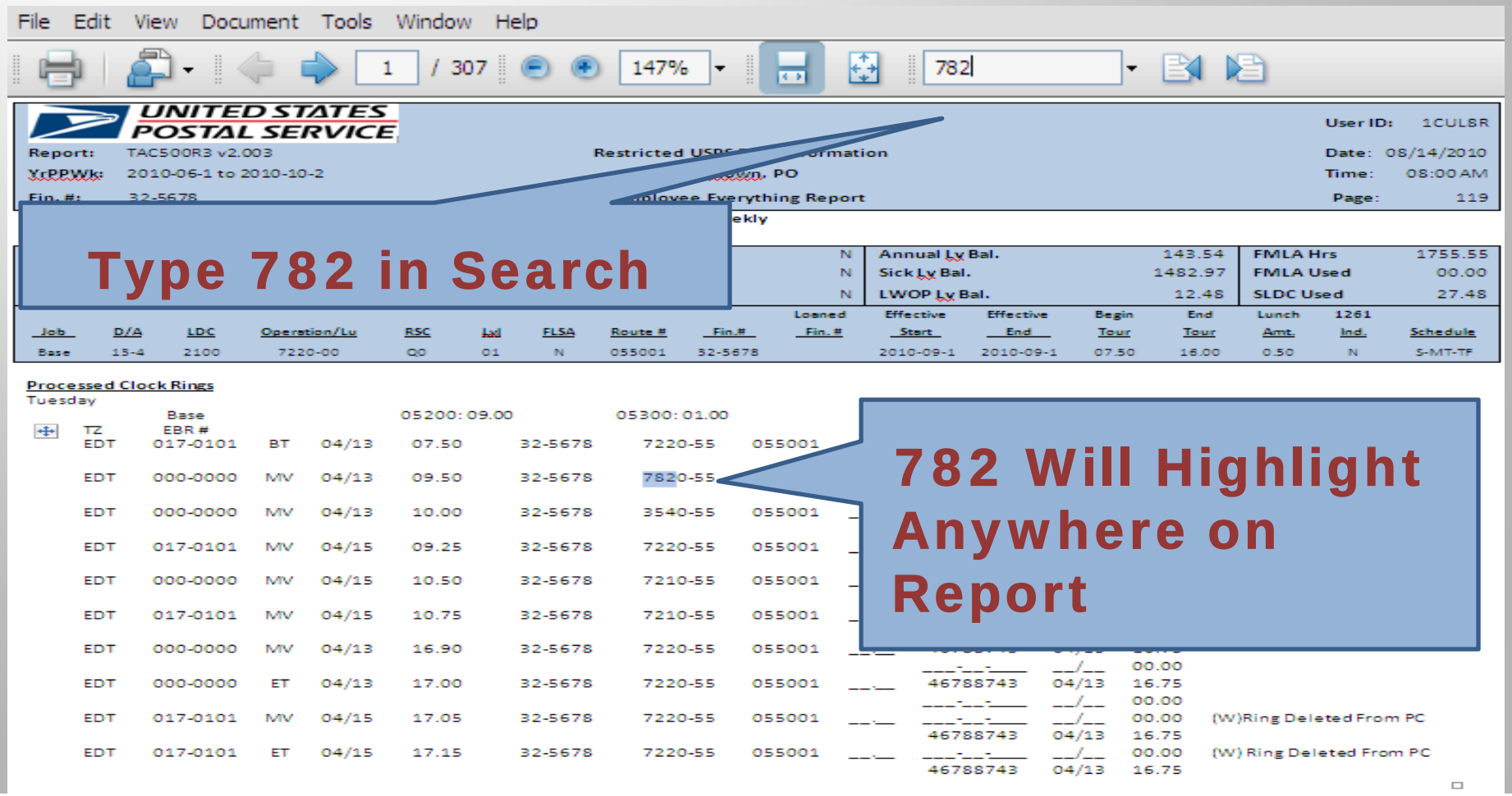
354: Waiting Time
613: Steward's Time
622: Travel
632: Meeting Time
709: Router Time
741: Misc Activity Delivery
742: Misc Activity Customer Service
743: Carrier Customer Support
782: Training Time

Street

731: Collection Time
733: Parcel Post
735: Relay Time
737: Combination
767: Express Mail

Here are Some Things to Look for if You Suspect a Manager is Altering Route Information

Here's an Example of How to Easily Search Clock Ring Codes in PDF Format



Right the Wrong

If You Find That a Manager Has Manipulated Clock Rings in Any Way, the Problem Needs to be Fixed

Management Will Try to Sweep it Under the Rug

Don't Let Them!!

Right the Wrong

- ✓ File a Grievance on the Issue
- ✓ Contact the OIG
- ✓ Contact Your Local Representative to Ensure the OIG Does Their Job

Ways to Ensure It Will Not Happen Again

Carriers

- Enter Your Own Clock Rings
- Keep Track of Hours Worked
- Pay Attention to Your Route

Ways to Ensure It Will Not Happen Again

Stewards

Any Time You Have a Grievance That Involves Pay, Look Over Clock Rings

If You've Had Problems In The Past, Make a Part of Your Grievance Remedy That Management Must Give You The Rings Daily –

- ***If They Have Nothing To Hide, They Shouldn't Have an Issue With This***

Talk With Your Carriers and Make Sure They Do Not Have Any Issues Regarding Pay or Their Routes

Zero Tolerance

Preventing Supervisor Theft of Work Hours

Presented by Region 15 at the Branch 38 RAP Session
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Questions

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