

## CENTRAL ILLINOIS DISTRICT DISPUTE RESOLUTION TEAM

525 N. Broadway  
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## STEP B DECISION

<u>Step B Team:</u>	Edwards &	<u>Decision:</u>	RESOLVED
CID	Moulton	<u>USPS Number:</u>	J16N-4J-C20174073
		<u>Grievant:</u>	
		<u>Branch Grievance Number:</u>	DO-16-19
<u>District:</u>	Central	<u>Branch:</u>	4016
	Illinois	<u>Installation:</u>	Dolton
		<u>Delivery Unit:</u>	60419
		<u>State:</u>	IL
		<u>Incident Date:</u>	12/17/19
		<u>Date Informal Step A Initiated:</u>	12/28/19
<u>Formal A Reps:</u>		<u>Formal Step A Meeting Date:</u>	03/12/20
NALC: J. Poskin		<u>Date Received at Step B:</u>	03/13/20
USPS: I		<u>Step B Decision Date:</u>	04/01/20
		<u>DRT Reference Number:</u>	D083
		<u>Issue Code:</u>	12.6000
		<u>NALC Subject Code:</u>	120001

## PROCEDURAL:

The issue at hand was identified as one that required Alternate Dispute Resolution (ADR) consideration. As such, the case was reviewed by representatives of the respective parties at the national level and a resolution was agreed upon. That resolution is reflected in this decision by the Central Illinois District Dispute Resolution Team (DRT).

## ISSUE:

Did management violate Articles 3, 12 and 19 of the National Agreement and the *Memorandum Re: Transfers* dated 7/21/87 (Transfer Memo) when the grievant was denied a voluntary transfer to South Holland, IL, and if so, what is the appropriate remedy?

## DECISION:

The DRT has **RESOLVED** this grievance.

\_\_\_\_\_ shall be granted her voluntary transfer request to reassign as a full-time regular (FTR) city letter carrier to the South Holland, IL Installation.

Upon reassigning to South Holland, \_\_\_\_\_ shall have a seniority date of March 14, 2020 and shall be rank #1 in seniority for that date.

The ADR modifies the DRT decision in case # J16N-4J-C20138683. Upon reassigning to South Holland, \_\_\_\_\_ shall have a seniority date of March 14, 2020 and shall be rank #2 in seniority for that date.

The CCA with the highest relative standing converted to part-time flexible career status on March 14, 2020 will be converted to full-time regular career status retroactive to March 14, 2020 and be rank #3 in seniority for this date.

**EXPLANATION:**

The grievant, FTR city letter carrier [redacted] submitted a request to transfer from the Dolton Post Office to the South Holland Post Office. The grievant received a letter from eReassign Coordinator [redacted] dated 12/16/19 stating that her transfer request to the South Holland Post Office had been denied due to her unacceptable attendance and work records.

The union brings this grievance on behalf of [redacted] contending the employer violated Articles 3, 12 and 19 of the National Agreement when they denied the grievant's transfer request for reassignment from the Dolton Post Office to the South Holland Post Office. This is a contractual grievance and the initial burden of proof is on the union to show a contractual violation.

The DRT will reference excerpts from the *Transfer Memo* and supporting text from pages 12-46 and 12-47 of the *Joint Contract Administration Manual (JCAM)*:

*B. Installation heads will afford full consideration to all reassignment requests from employees in other geographical areas within the Postal Service. The requests will be considered in the order received consistent with the vacancies being filled and type of positions requested. Such requests from qualified employees, consistent with the provisions of this memorandum, will not be unreasonably denied.*

...  
*Managers will give full consideration to the work, attendance, and safety records of all employees who are considered for reassignment. An employee must have an acceptable work, attendance, and safety record and meet the minimum qualifications for all positions to which they request reassignment. Both the gaining and losing installation head must be fair in their evaluations. Evaluations must be valid and to the point, with unsatisfactory work records accurately documented.*

...  
*Evaluations must be fair, valid and to the point, with unsatisfactory work records accurately documented. They must be based upon an examination of the totality of an employee's individual work record. Evaluations based on the application of arbitrary standards such as a defined minimum sick leave balance do not meet this standard.*

The Transfer Memo obligates management to give "full consideration" to transfer requests, like those of the grievant, and such requests may not be "unreasonably denied." Unsatisfactory work records must be accurately documented. The stated reason for denial of the grievant's transfer request was an unacceptable attendance record.

The union conducted an interview with South Holland Officer in Charge (OIC) [redacted] regarding her denial of the grievant's transfer request. When asked a series of questions by the union [redacted] failed to detail with any specificity how she came to the determination that the



grievant had unacceptable work and attendance. There is no evidence the grievant had an unacceptable work record at the time her transfer request was denied.

The grievant had two (2) unscheduled absences in 2017, nine (9) in 2018 and four (4) in 2019. All other absences were associated with FMLA and may not be considered. When OIC was asked by the union during their interview she never stated with any detail how the grievant's attendance was unacceptable. answers during the interview conducted by the union were vague; this was an opportunity for her to support the determination that she was denying the request.

After thoroughly reviewing the grievant's attendance from 2017 through 2019, the DRT finds the South Holland Post Office unreasonably denied the grievant's transfer request. The grievant did not possess a perfect attendance record at the time of her transfer request, but the Transfer Memo only requires her to have acceptable attendance. After being directly questioned about her denial OIC failed to substantiate her claim that the grievant had unacceptable attendance.

In conclusion, the DRT agrees that management failed to give full and fair consideration to the grievant's attendance record when denying the grievant's transfer request in violation of Article 12 of the National Agreement and the Transfer Memo.

After coming to the determination that management failed to give full and fair consideration to the grievant's voluntary transfer request, the DRT deferred to the Alternate Dispute Resolution team at Headquarters. The reasoning behind seeking clarification was due to the resolution in grievance # J16N-4J-C20138683/ TC-3-20 (D063). In the decision for D063, the DRT agreed to transfer the grievant to the South Holland Post Office due to management violating the Transfer Memo. After further investigation the DRT discovered the South Holland Post Office filled the vacancy with another city letter carrier prior to either of these two grievances being resolved. The ADR was asked for and gave the DRT clarification concerning the appropriate remedy.


Accordingly, the Dispute Resolution Team (DRT) has **RESOLVED** this grievance. The grievance has merit.

shall be granted her voluntary transfer request to reassign as a full-time regular (FTR) city letter carrier to the South Holland, IL Installation.

Upon reassigning to South Holland, shall have a seniority date of March 14, 2020 and shall be rank #1 in seniority for that date.

The ADR modifies the DRT decision in case # J16N-4J-C20138683. Upon reassigning to South Holland, shall have a seniority date of March 14, 2020 and shall be rank #2 in seniority for that date.

The CCA with the highest relative standing converted to part-time flexible career status on March 14, 2020 will be converted to full-time regular career status retroactive to March 14, 2020 and be rank #3 in seniority for this date.

  
Lawrence Edwards Jr  
USPS Step B Representative

  
James Moulton  
NALC Step B Representative

cc: Formal Step A Parties  
CID Labor Relations Manager  
National Business Agent  
Area Labor Relations Manager

File Contents: PS Form 8190, Contentions, Statements, Documents (Total Pages: 71)  
Pages

1: Union Table of Contents  
2: PS Form 8190  
3: Transfer Denial Letter  
4-9: Union Contentions  
10-11: Union Interview  
12: Union Statement  
13-18: Statement  
19-20: PS Form 50  
21-26: PS Form 3972  
27-30: Employee Indicator Report  
31-61: Arbitration Decisions  
62: Management Contentions  
63-71: Duplicate Documents





December 16, 2019

Your request to reassign to the Central Illinois District has been reviewed by the Selecting Official.

In accordance with the MOU regarding transfers, an employee must have an acceptable work, attendance, and safety record and meet the minimum qualifications for all positions to which they request reassignment. The Postal Service reviews the records to determine if your record is suitable. Due to your unacceptable Attendance and Work records, your request for reassignment for the following choice(s) has been denied:

SOUTH HOLLAND (IL) POST OFC - FT CARRIER (CITY), Level 01

We would like to thank you for having expressed a desire to reassign to the Central Illinois District and regret that a more favorable decision could not be granted.

If you have additional choice(s) within this request that have not been closed or withdrawn, they will continue to be considered in date order as vacancies arise.

Sincerely,

Reassign Coordinator  
6801 73rd Street  
Bedford Park, IL 60499

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**NALC-USPS Formal A Grievance  
NALC Local Grievance # DO-16-19  
Union's Contentions and Disputed Facts**

**Timeliness/Procedure:**

This grievance is timely filed. All times and dates have been mutually agreed upon and are in compliance with Article 15 section 2 of the National Agreement (NA).

**Issue:**

Did the employer violate Articles 3, 12 and 19 of the National Agreement by denying the grievant's request for reassignment from the Dolton Postal Facility to the South Holland Postal Facility, and if so what is the proper remedy

**Background:**

\_\_\_\_\_ requested a transfer to the South Holland Post Office. The grievant received a notice from eReassign Coordinator \_\_\_\_\_ that her transfer request was denied on 12/17/2019. After an investigation by the union, a grievance was filed on \_\_\_\_\_ behalf.

**Union Facts:**

1. \_\_\_\_\_ is the certified steward for the Dolton Post Office.
2. I am the certified Formal A representative for this grievance.
3. The grievant is a Full Time Regular Carrier at the Dolton Post Office.
4. The grievant started as a PTF on 9/17/2005.
5. The grievant became a carrier technician on 12/1/2012 at the Evanston Post Office
6. The grievant was reassigned to the Dolton Post Office on 3/30/2017.

**Union's Contentions:**

The union contends that while management has the right to "hire, promote, transfer ..." they have agreed to limit some of their authority and discretion in the matter.

Management did this when they agreed to the language in Article 12.6 of the NA which states:



## **Section 6. Transfers**

1. *Installation heads will consider requests for transfers submitted by employees from other installations.*
2. *Providing a written request for a voluntary transfer has been submitted, a written acknowledgment shall be given in a timely manner.*

The language in Article 12.6 would seem to only put limited responsibility on management when evaluating transfers. However, the parties went further on page 12-45 of the JCAM the following language from the transfer memo states the following binding language:

*Transfers. The provisions of Article 12.6 must be read in conjunction with the Memorandum of Understanding on Transfers reprinted below.*

*The denial of a transfer request is a grievable matter. When the denial of a transfer request is grieved, the disputed decision is by the Postmaster of another installation.*

*Nevertheless, any grievances concerning the denial of a transfer request must be filed with the aggrieved employee's immediate supervisor as required by Article 15.2.*

*Arbitrators from one region have the authority to order Postmasters in another region to accept a transfer request.*

This language explains that Articles 12.1 and 12.2 must be read in conjunction with an MOU that I will cite below. The JCAM tells us that although a grievance challenging the decision of another postmaster or deciding official, that we still have to file a grievance with our immediate supervisor. That was done on this case.

I'll now refer to the following MOU language found in multiple pages of the JCAM in support of the union's position in this case:

## **Section 2. Local Reassignments (Transfers)**

A. For local reassignment(s), managers will give full consideration to the work, attendance, and safety records of all employees who are considered for reassignment. An employee must have an acceptable work, attendance, and safety record and meet the minimum qualifications for all positions to which he/she requests reassignment. Both the gaining and losing installation head must be fair in their evaluations. Evaluations must be valid and to the point, with unsatisfactory work records accurately documented. An employee must have at least eighteen months of service in his/her present installation prior to requesting reassignment to another installation. Employees reassigned to installations under the provisions of this paragraph must remain in the new installation for a period of eighteen months (unless released by the installation head earlier) before being eligible to be considered for reassignment again, except in the case of an employee who requests to return to the installation where he/she previously worked. Employees serving under craft lock-in periods per the provisions of the National Agreement must satisfy those lock-ins prior to being reassigned to other installations. Local transfers are included in the 1 out of 4 ratio.

2. The provisions of Section I, paragraphs A, C, E, F, G, H and I are applicable to local reassignments.

B. Installation heads will afford full consideration to all reassignment requests from employees in other geographical areas within the Postal Service. The requests will be considered in the order received consistent with the vacancies being filled and type of positions requested. Such requests from qualified employees, consistent with the provisions of this memorandum, will not be unreasonably denied. Local economic and unemployment conditions, as well as EEO factors, are valid concerns. When hiring from entrance registers is justified based on these local conditions, an attempt should be made to fill vacancies from both sources. Except in the most unusual of circumstances, if there are sufficient qualified applicants for reassignment at least one out of every four vacancies will be filled by granting requests for reassignment in all offices of 100 or more man-years if sufficient requests from qualified applicants have been received. In offices of less than 100 man-years a cumulative ratio of 1 out of 6 for the duration of the National Agreement will apply.

As the above language states, installation heads will afford full consideration and transfer requests will not be unreasonably denied.



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The transfer memo also discusses ratios that must be kept and met. It's important to understand that the ratios are not applicable in this case. Once management evaluates a transfer, it is for the purpose of filling a vacancy that occurred within the language of the EL-312 handbook, M-01876 which is the current conversion MOU, those documents contain the current ratios.

It is important to keep in mind what the parties at the national level have agreed upon in regard to transfer requests. Management must give full consideration. This means there is a requirement for a full and complete examination of the totality of an individual employee's work record. This also means that when there are questions research must be done to find out if there are mitigating circumstances surrounding [redacted] attendance especially when there is no attendance related discipline on file. In this case, South Holland OIC [redacted] merely reviewed the [redacted] PS Form 3972s, as admitted by [redacted] during the union's interview with her (see attached union interview). [redacted] did not ask the grievant if there were any mitigating circumstances regarding [redacted] absences, nor did she inquire with local management. [redacted] current OIC [redacted] admitted to me that OIC [redacted] never asked him about [redacted] attendance. In addition, a good portion of the leave used by [redacted] was FMLA protected and should not be held against her, as to do so would be a violation of federal law and our National Agreement. Lastly, the standard here is that [redacted] record need only be acceptable. Since she is deemed acceptable to work at the Dolton Post Office, she must also be acceptable to work at the South Holland facility as well. Again, the Transfer MOU specifically states the standard is acceptable, it does not say exemplary or remarkable. Therefor management should have accepted the grievant's transfer.

It is important to note there is no requirement that the employee have perfect or above average attendance record. The requirement is acceptable. The dictionary defines "acceptable" as "capable or worthy of being accepted: barely satisfactory or adequate. Since her attendance record has been acceptable at the Dolton facility, it must therefore be acceptable at any facility in the Postal Service.

During the union interview with OIC [redacted] I asked her what work records did she review when considering [redacted] work record? OIC [redacted] response was PS Form 3972 and I can't remember. I also asked OIC [redacted] what work records caused you to deny [redacted] transfer request? OIC [redacted] response was I don't recall. I asked OIC [redacted] if she spoke to anyone about [redacted] work records. Her response was no. Based on the answers OIC [redacted] gave in

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relation to the grievant work record, she didn't investigate [redacted] work records at all. OIC Foster failed to give the grievant full consideration by denying her transfer request based on the work record when it is clear she failed to even review the grievant's work records. Therefore again, management violated Article 12 by failing to approve the grievant's transfer request in this case.

The union has also included in the case file two regional arbitration decisions for their persuasive value. Both of these cases support the union's position in this case. Case # (F16N-4F-C 17585970) supports our position that management must look deeper, than merely looking at the employee's PS Form 3972 before denying a transfer. More than a mere look at a PS Form 3972 is needed in order to live up to the standard of giving "full consideration" as the National Agreement requires. Management failed to properly consider the grievant's request. Case # (B11N-4B-C 17330871) also supports the union's position that management must do a full investigation into the employee's circumstances when it comes to attendance. OIC Foster clearly failed to do so in this case as looking over a PS Form 3972, in and of itself is not enough to meet the full consideration standard that management is held to by the National Agreement.

Based on all of the contentions and evidence brought forth, the grievance in this case should be sustained in its entirety and the remedies requested by the union should be awarded.

#### **Remedies Requested:**

Based on the information in this case the union requests the following remedies:

1. Management cease and desist violating Article 12 of the National Agreement.
2. The grievant's transfer request be approved immediately and that the grievant be transferred to the South Holland Post Office as soon as administratively possible.
3. If another transfer was accepted or a CCA converted to the position [redacted] would have received. [redacted] is to be placed on that assignment and her seniority date shall be one day prior to that of the carrier who took her place.
4. [redacted] shall be paid out of schedule pay for each day her transfer was delayed due to management's violation of the National Agreement in this case. If that route has the same schedule as her current assignment we then ask for \$10/day the transfer was delayed as a remedy instead of out of schedule pay.
5. Or whatever remedies the Step B team or an arbitrator deems appropriate.



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John Poskin

Formal A Representative

NALC Branch #4016

VIO

Union Interview

1. What documents/evidence did you use when you were evaluating request  
to transfer to the South Holland Post Office?  
EVERYTHING FROM E-NOASSIGN, WHATEVER THEY SENT ME
2. DO YOU RECALL WHAT THEY SENT? NOT REALLY, I DON'T KNOW, IT
2. When reviewing that evidence what lead you to the conclusion that you should deny her transfer request? PROBABLY BASED ON ATTENDANCE
3. What attendance records did you use to evaluate, PROVIDED CD 38725
4. Did you speak to anyone about attendance issues to find out the circumstances around her absences? NO
5. If so whom and what were you told? AIA
6. How did these conversations affect your evaluation? MPA
7. Did you fill out an evaluation form in regards to transfer?  
I DID NOT.



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8. Did you speak to

about here attendance situation? *no*

9. What about

work record caused you to deny Colbert's transfer request?

*I don't recall*

10. Did you speak to anyone about

work record? *no*

11. If so whom and what were you told?

*N/A*

12. What documents did you review when considering

work record?

*39725, I can't remember soon since dec 2015*

13. Ultimately can you explain the reasons you rejected

transfer request?

*Probably based on 3972, can't remember*

v16

To whom it may concern:

My name is I

I applied for a reassignment opportunity for a city letter carrier position at the South Holland post office, Central Illinois District.

I am currently writing this statement to be attached with a grievance that was filed on my behalf. I am attempting to overturn a decision of denial of a transfer for reassignment made by the current officer in charge made by the South Holland Post office.

I was rejected reassignment because it is alleged that I do not qualify due to an attendance issue. I attest that I have missed days during the calendar years due to everyday life, but not to knowledge to be denied a chance for reassignment. I agree that attendance is very important and a vital role to operate and to be successful in any business and organization.

I have tried to the best of my ability to maintain a regular work schedule and to be proficient and active in my daily responsibilities within a great company that I value very much.

I have been employed with the United States Post office for fifteen years and growing and I am very proud of that. Unfortunately, unforeseen circumstances will occur in life. Ailments & mishaps that will sometimes prevent you from being present. For example, illness, children and personal situations that can be unpredictable in this journey of life.

I have reviewed my attendance from the past years of 2018, 2019 and 2020. I am hoping that my attendance will be seriously considered acceptable moving forward with my career.

I do have a disabled daughter who I am fully responsible for her care and it was times that I needed off to handle her needs. I am referencing to leave that was put in for that I believe



V18

Was not handled correctly on a few of my absences, When a 3971 was obtained. I would ask for my copy with a signature, but with no fault of my own not following through. I was told don't worry about it, it would be handled. Even though I received assistance on my route to leave early to handle business, I believe it was not documented correctly in the system as approved leave.

I did not find out later until the new supervisor was hired to handle our daily office issue ~~was~~ a year later. I addressed the issue at the time but no 3971's was able to be found on my behalf. At that present time our officer in charge was handling that and being committed to be a full-time supervisor because our post master had been on a detail for years.

Moving forward I cannot change past mishaps. I am just rage and very optimistic that I have a opportunity to ~~not~~ go ~~on~~ forward in life to better my own self and be active in my career to continue my success as a active employee.

Employee's Name

EIN

Leave Year 2017 Absence Analysis

Pay Location  
201-FULL TIME CITY CARRIERS

Instructions: Using the codes below, and the hours involved, post current and previous quarters. Precede with letter 'F' when absence is recorded as Family And Medical Leave Act (FMLA) and with 'U' when absence is recorded as unscheduled on PS Form 3971. Post additional quarters if circumstances warrant. This form may also be used on an ongoing basis. On page 2 of this form, the employee's supervisor records attendance-related actions, such as review of attendance, commendations, restricted sick leave, Letters of Warning and suspensions. A running total of FMLA hours used may be kept on page 2 of this form.

Absent from Schedule OT  
Absent Without Leave  
Annual Leave  
Annual Leave in Lieu of Holiday Leave  
Annual Leave in Lieu of Sick Leave  
Administrative Leave  
Continuation of Pay

AOT\*  
AWOL\*  
AL  
HAL\*  
SAL\*  
ACL  
COP

Court Leave  
Emergency Annual Leave  
Family Medical Leave Act  
Holiday Leave  
Late Reporting  
Leave Without Pay  
LWOP in Lieu of Sick Leave

CL  
EAL\*  
F\*  
H  
L\*  
LWOP  
SWOP\*

Military Leave  
Sick Leave  
Sick Leave/Dependent Care  
Unscheduled Absent

ML  
SL  
SLDC\*  
U\*

\*Note: These are not separate leave categories, but a distinction is made for the purposes of analysis and tracking.

Pay Period		Week 1							Week 2						
From	To	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri
Jan. 07	Jan. 20	07 SDO	08 SDO	09	10	11 SDO	12	13	14 SDO	15 H. S.	16 H. S.	17 H. S.	18 H. S.	19 SDO	20
Jan. 21	Feb. 03	21 SDO	22 SDO	23	24 LWOP 1.4	25 LWOP 1.4	26 LWOP 1.4	27 LWOP 1.4	28 SDO	29 SDO	30 SDO	31 SDO	01 SDO	02 SDO	03 SDO
Feb. 04	Feb. 17	04 SDO	05 SDO	06 SDO	07 SDO	08 SDO	09 SDO	10 SDO	11 SDO	12 SDO	13 SDO	14 SDO	15 SDO	16 SDO	17 SDO
Feb. 18	Mar. 03	18 SDO	19 SDO	20 H. S.	21 SDO	22 SDO	23 SDO	24 SDO	25 SDO	26 SDO	27 SDO	28 SDO	29 SDO	30 SDO	01 SDO
Mar. 04	Mar. 17	04 SDO	05 SDO	06 SDO	07 SDO	08 SDO	09 SDO	10 SDO	11 SDO	12 SDO	13 SDO	14 SDO	15 SDO	16 SDO	17 SDO
Mar. 18	Mar. 31	18 SDO	19 SDO	20 SDO	21 SDO	22 SDO	23 SDO	24 SDO	25 SDO	26 SDO	27 SDO	28 SDO	29 SDO	30 SDO	31 SDO
Apr. 01	Apr. 14	01 SDO	02 SDO	03 SDO	04 SDO	05 SDO	06 SDO	07 SDO	08 SDO	09 SDO	10 SDO	11 SDO	12 SDO	13 SDO	14 SDO
Apr. 15	Apr. 28	15 SDO	16 SDO	17 SDO	18 SDO	19 SDO	20 SDO	21 SDO	22 SDO	23 SDO	24 SDO	25 SDO	26 SDO	27 SDO	28 SDO
Apr. 29	May. 12	29 SDO	30 SDO	01 SDO	02 SDO	03 SDO	04 SDO	05 SDO	06 SDO	07 SDO	08 SDO	09 SDO	10 SDO	11 SDO	12 SDO
May. 13	May. 26	13 SDO	14 SDO	15 SDO	16 SDO	17 SDO	18 SDO	19 SDO	20 SDO	21 SDO	22 SDO	23 SDO	24 SDO	25 SDO	26 SDO
May. 27	Jun. 09	27 SDO	28 SDO	29 SDO	30 SDO	31 SDO	01 SDO	02 SDO	03 SDO	04 SDO	05 SDO	06 SDO	07 SDO	08 SDO	09 SDO
Jun. 10	Jun. 23	10 SDO	11 SDO	12 SDO	13 SDO	14 SDO	15 SDO	16 SDO	17 SDO	18 SDO	19 SDO	20 SDO	21 SDO	22 SDO	23 SDO
Jun. 24	Jul. 07	24 SDO	25 SDO	26 SDO	27 SDO	28 SDO	29 SDO	30 SDO	01 SDO	02 SDO	03 SDO	04 SDO	05 SDO	06 SDO	07 SDO
Jul. 08	Jul. 21	08 SDO	09 SDO	10 SDO	11 SDO	12 SDO	13 SDO	14 SDO	15 SDO	16 SDO	17 SDO	18 SDO	19 SDO	20 SDO	21 SDO
Jul. 22	Aug. 04	22 SDO	23 SDO	24 SDO	25 SDO	26 SDO	27 SDO	28 SDO	29 SDO	30 SDO	31 SDO	01 SDO	02 SDO	03 SDO	04 SDO



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Employee's Name

Note: The Eagan DDE System (via L295) provides employees' entered on duty data, work hours in the last 25 pay periods, and current leave balances, including FMLA and Sick Leave for dependent care.

Pay Period		Week 1										Week 2						
From	To	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon
7 Aug.05	Aug.10	05 uRLDC-8	06 SDO	07	08 SDO	09	10	11	12 SDO	13	14 AL-8	15	16 SDO	17	18	19	20	21
8 Aug.10	Sep.01	19	20	21	22	23	24 SDO	25 SDO	26 SDO	27	28	29	30	31	01	02	03	04
9 Sep.02	Sep.16	02 H-8	03 SDO	04 SDO	05	06	07	08	09 SDO	10	11 SDO	12	13	14	15	16	17	18
10 Sep.16	Sep.29	16	17	18	19 SDO	20	21	22	23 SDO	24	25	26	27 SDO	28	29	30	01	02
11 Sep.30	Oct.13	30	01 SDO	02	03	04	05	06 SDO	07 SDO	08 H-8	09	10	11	12	13	14	15	16
12 Oct.14	Oct.27	14 uRLDC-8	15 SDO	16	17	18	19	20	21 SDO	22	23 SDO	24	25	26	27	28	29	30
13 Oct.20	Nov.10	28	29	30	31 SDO	01	02	03	04 SDO	05	06 AL-8	07 SDO	08 AL-8	09 SDO	10 AL-8	11	12	13
14 Nov.11	Nov.24	11 H-8	12 SDO	13 SDO	14	15	16	17	18 SDO	19	20 SDO	21	22 H-8	23	24	25	26	27
15 Nov.25	Dec.08	26	27	28 uRLDC-8	29 SDO	30	01	02	03 SDO	04	05	06 AL-2.7	07 SDO	08	09	10	11	12
16 Dec.09	Dec.22	09	10	11	12	13	14 SDO	15 SDO	16 SDO	17	18	19	20	21	22	23	24	25
17 Dec.23	Jan.05	23 H-8	24 SDO	25 SDO	26	27	28	29	30 SDO	31 H-8	01 SDO	02	03	04	05	06	07	08

Attendance Related Actions & Dates (See Instructions)	Reviewing Supervisor's Comments, Signature & Date
	Jan.
	Feb.
	March
	April
	May
	June
	July
	Aug.
	Sept.
	Oct.
	Nov.
	Dec.





## Leave Year 2018 Absence Analysis

Employee's Name

EIN

Pay Location

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bsent from Schedule OT  
bsent Without Leave  
nnual Leave  
nnual Leave in Lieu of Holiday Leave  
nnual Leave in Lieu of Sick Leave  
dministrative Leave  
ontinuation of Pay

AOT\*  
AWOL\*  
AL  
HAL\*  
SAL\*  
ADL  
COP

Court Leave  
Emergency Annual Leave  
Family Medical Leave Act  
Holiday Leave  
Late Reporting  
Leave Without Pay  
LWOP in Lieu of Sick Leave

CL  
EAL\*  
F\*  
H  
L\*  
LWOP  
SWOP\*

Military Leave  
Sick Leave  
Sick Leave/Dependent Care  
Unscheduled Absence

ML  
SL  
SLDC\*  
U\*

\*Note: These are not separate leave categories, but a distinction is made for the purposes of analysis and tracking.

Pay Period		Week 1							Week 2						
From	To	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri
1 Jan.06	Jan.19	06 uSL- .99	07 SDO	08	09 SDO	10	11	12 uSLDC- 8	13 SDO	14 H- 8	15	16	17 SDO	18	19
2 Jan.20	Feb.02	20 SDO	21 SLDC- 5.76	22	23	24	25 SDO	26 SDO	27 SDO	28	29	30	31	01	02
3 Feb.03	Feb.16	03 SDO	04 SDO	05	06	07	08	09	10 SDO	11 uSL- 8	12 SDO	13	14	15	16
4 Feb.17	Mar.02	17 SDO	18 H- 8	19	20 SDO	21	22	23	24 SDO	25 AL- 1	26	27	28 SDO	01	02
5 Mar.03	Mar.16	03 AL- 8	04 SDO	05	06	07	08 SDO	09 SDO	10 SDO	11	12	13	14	15	16
6 Mar.17	Mar.30	17 SDO	18 SDO	19	20	21	22	23	24 SDO	25	26	27 SDO	28 uSL- 1.5	29 uSL- 5.32	30
7 Mar.31	Apr.13	31 uSL- 6.75	01 SDO	02 ICOP- 6.59	03 ICOP- 6.43	04 ICOP- 6.45	05 SDO	06 ICOP- 6.85	07 ICOP- 6.85	08 SDO	09 ICOP- 6.7	10 ICOP- 6.94	11 ICOP- 7	12 SDO	13 ICOP- 6.41
8 Apr.14	Apr.27	14 ICOP- 8.15	15 SDO	16 ICOP- 6.03	17 uICOP- 5.77	18	19 SDO	20 SDO	21 SDO	22	23	24	25 SL- 2.68	26	27
9 Apr.28	May.11	28 SDO	29 SDO	30	01	02	03 uSLDC- 8	04 uSLDC- 8	05 SDO	06	07 SDO	08	09 SDO	10	11
10 May.12	May.25	12 SDO	13 AL- 8	14 AL- 8	15 SDO	16 AL- 8	17 AL- 8	18 AL- 8	19 SDO	20	21	22	23 SDO	24	25
11 May.26	Jun.08	26 SDO	27 H- 8	28	29	30	31 SDO	01 SDO	02 SDO	03	04	05	06	07 AL- 1	08
12 Jun.09	Jun.22	09 SDO	10 SDO	11 uSLDC- 8	12	13	14	15 SL- 4.83	16 SDO	17	18	19 SDO	20	21	22
13 Jun.23	Jul.06	23 SDO	24	25	26 SDO	27	28	29	30 SDO	01	02	03 H- 8	04 SDO	05	06
14 Jul.07	Jul.20	07 SDO	08	09	10	11 AL- 4.15	12 SDO	13 SDO	14 SDO	15	16	17	18 uSLDC- 8	19 uSLDC- 8	20
15 Jul.21	Aug.03	21 uLWOP- 7.39	22 SDO	23 AL- 8	24 AL- 8	25 AL- 8	26 AL- 8	27 AL- 8	28 SDO	29	30 SDO	31	01	02	03

024

Employee's Name

Note: The Engan DDE System (via D385) provides employees' entered on duty date, work hours in the last 26 pay periods, and current leave balances, including FMLA and Sick Leave for Dependent Care.

Pay Period		Week 1							Week 2						
From	To	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri
7 Aug.04	Aug.17	04 SDO	05	06	07	08 SDO	09	10 SL-2	11 SDO	12	13	14	15 SDO	16	17 vSLOC-8
3 Aug.18	Aug.31	18 vSLOC-8	19 SDO	20	21	22	23 SDO	24 SDO	25 SDO	26	27	28	29 AL-27	30	31
3 Sep.01	Sep.14	01 H-8	02 SDO	03 SDO	04	05	06	07 vSLOC-8	08 SDO	09 vSLOC-8	10 SDO	11	12	13	14
3 Sep.15	Sep.28	15 SDO	16	17	18	19 SDO	20	21	22 SDO	23	24	25	26	27 SDO	28
1 Sep.29	Oct.12	29 SDO	30	01	02	03	04 AL-2	05 SDO	06 SDO	07	08 H-8	09 AL-8	10 AL-8	11 AL-8	12 AL-3
2 Oct.13	Oct.26	13 AL-8	14 SDO	15 SDO	16	17	18 SL-4	19	20 SDO	21	22 SDO	23	24	25 vSL-3	26
1 Oct.27	Nov.09	27 SDO	28	29	30 SDO	31	01	02 vL-12	03 SDO	04	05	06	07 SDO	08	09
Nov.10	Nov.23	10 SDO	11 H-8	12	13	14 AL-8	15 SDO	16 SDO	17 SDO	18	19	20	21 H-8	22	23
Nov.24	Dec.07	24 SDO	25 SDO	26	27	28	29	30	01 SDO	02 uAL-8	03 SDO	04	05	06	07
Dec.08	Dec.21	08 SDO	09	10	11 SDO	12	13	14	15 SDO	16	17	18	19 uAL-8.18	20 SDO	21
Dec.22	Jan.04	22 SDO	23	24 H-8	25	26 AL-1	27 SDO	28 SDO	29 SDO	30	31 H-8	01	02 AL-5	03	04

Attendance Related Actions & Dates (See Instructions)	Reviewing Supervisor's Comments, Signature & Date
	Jan.
	Feb.
	March
	April
	May
	June
	July
	Aug.
	Sept.
	Oct.
	Nov.
	Dec.



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Leave Year 2019 Absence Analysis

Employee's Name

EIN

Pay Location

201-FULL TIME CITY CARRIERS

Instructions: Using the codes below, and the hours involved, post current and previous quarters. Precede with letter 'F' when absence is recorded as Family And Medical Leave Act (FMLA) and with 'U' when absence is recorded as unscheduled on PS Form 3971. Post additional quarters if circumstances warrant. This form may also be used on an ongoing basis. On page 2 of this form, the employee's supervisor records attendance-related actions; such as review of attendance, commendations, restricted sick leave, Letters of Warning and suspensions. A running total of FMLA hours used may be kept on page 2 of this form.

Absent from Schedule OT  
Absent Without Leave  
Annual Leave  
Annual Leave in Lieu of Holiday Leave  
Annual Leave in Lieu of Sick Leave  
Administrative Leave  
Continuation of Pay

AOT\*  
AWOL\*  
AL  
HAL\*  
SAL\*  
ADL  
COP

Court Leave  
Emergency Annual Leave  
Family Medical Leave Act  
Holiday Leave  
Late Reporting  
Leave Without Pay  
LWOP in Lieu of Sick Leave

CL  
EAL\*  
F\*  
H  
L\*  
LWOP  
SWOP\*

Military Leave  
Sick Leave  
Sick Leave/Dependent Care  
Unscheduled Absence  
ML  
SL  
SLDC\*  
U\*

\*Note: These are not separate leave categories, but a distinction is made for the purposes of analysis and tracking.

Pay Period		Week 1							Week 2						
From	To	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri
2 Jan.05	Jan.18	05 SDO	06 SDO	07	08	09	10	11	12 SDO	13	14	15	16 uSL-3 07	17 SDO	18
3 Jan.19	Feb.01	19 SDO	20	21 H-8	22	23 SDO	24	25	26 SDO	27	28	29	30	31 SDO	01
4 Feb.02	Feb.15	02 SDO	03	04	05	06	07 AL-8	08 SDO	09 SDO	10	11 AL-8	12 AL-8	13 AL-8	14 AL-8	15
5 Feb.16	Mar.01	16 H-8	17 SDO	18 SDO	19	20	21	22 uSLDC-8	23 SDO	24	25	26 SDO	27	28	29
6 Mar.02	Mar.15	02 SDO	03	04	05	06 SDO	07	08	09 SDO	10	11	12	13	14 SDO	15
7 Mar.16	Mar.29	16 SDO	17	18	19	20	21	22 SDO	23 SDO	24 SDO	25	26	27	28	29
8 Mar.30	Apr.12	30 uSLDC-8	31 SDO	01 SDO	02	03	04	05	06 SDO	07	08 SDO	09	10	11	12
9 Apr.13	Apr.26	13 SDO	14	15 AL-8	16 AL-8	17 SDO	18 AL-8	19 AL-8	20 AL-8	21 SDO	22 uSL-8	23 uSL-8	24 uSL-8	25 SDO	26
0 Apr.27	May.10	27 SDO	28	29	30	01	02	03 SDO	04 SDO	05 SDO	06	07	08	09	10
1 May.11	May.24	11 SDO	12 SDO	13	14	15	16	17	18 SDO	19	20 uSLDC-8	21 SDO	22 ICOP-8	23 ICOP-8	24
2 May.25	Jun.07	25 ICOP-8	26 SDO	27 H-8	28 ICOP-8	29 SDO ICOP-0	30 ICOP-8	31 ICOP-8	01 ICOP-8	02 SDO	03 ICOP-8	04 ICOP-8	05 ICOP-8	06 SDO	07
3 Jun.08	Jun.21	08 ICOP-8	09 SDO	10 ICOP-8	11 ICOP-8	12 ICOP-8	13 ICOP-8	14 SDO ICOP-0	15 SDO ICOP-8	16 SDO	17 ICOP-8	18 ICOP-8	19 ICOP-8	20 ICOP-8	21
4 Jun.22	Jul.05	22 ICOP-8	23 SDO	24 SDO	25 ICOP-8	26 ICOP-8	27 ICOP-8	28 ICOP-8	29 ICOP-8	30 SDO	01 ICOP-8	02 SDO	03 uLWOP-8	04 uLWOP-8	05
5 Jul.06	Jul.19	06 uLWOP-8	07 SDO	08 AL-8	09 AL-8	10 SDO	11 AL-8	12 AL-8	13 AL-8	14 SDO	15	16	17	18 SDO	19
6 Jul.20	Aug.02	20 SDO	21	22	23	24	25	26 SDO	27 SDO	28 SDO	29	30 AL-1	31	01	02



026

Employee's Name \_\_\_\_\_

Note: The Eagan DDE System (via D385) provides employees' entered on duty date, work hours in the last 26 pay periods, and current leave balances, including FMLA and Sick Leave for Dependent Care.

Pay Period		Week 1								Week 2							
From	To	Sat	Sun	Mon	Tue	Wed	Thur	Fri		Sat	Sun	Mon	Tue	Wed	Thur	Fri	
0 Aug.03	Aug.16	03 USLDC-8	04 SDO	05 SDO	06 USLDC-8	07	08	09		10 SDO	11	12	13 SDO	14	15	16	
3 Aug.17	Aug.30	17 SDO	18	19	20	21 SDO	22	23		24 AL-2	25 SDO	26	27	28 SDO	29	30	
3 Aug.31	Sep.13	31 SDO	01 H-8	02	03	04	05 SDO	06 SDO		07 SDO	08	09 AL-8	10 AL-8	11 AL-8	12 AL-8	13 AL-3	
3 Sep.14	Sep.27	14 AL-8,04 LWOP-1.00	15 SDO	16 SDO	17	18	19	20		21 SDO	22	23 SDO	24	25	26	27	
1 Sep.28	Oct.11	28 LWOP-5	29 SDO	30	01 SDO	02	03	04 USLDC-8		05 SDO	06	07	08	09 SDO	10	11	
2 Oct.12	Oct.25	12 SDO	13 H-8	14	15	16	17 SDO	18 SDO		19 SDO	20	21	22	23	24	25	
3 Oct.26	Nov.08	26 SDO	27 SDO	28	29	30	31	01		02 SDO	03	04 SDO	05	06	07	08	
4 Nov.09	Nov.22	09 SDO	10 H-8	11	12 SDO	13	14	15 USLDC-8		16 SDO	17	18	19	20 SDO	21	22	
5 Nov.23	Dec.06	23 SDO	24	25	26	27 H-8	28 SDO	29 SDO		30 SDO	01	02	03	04	05	06	
3 Dec.07	Dec.20	07 SDO	08 SDO	09	10	11	12	13		14 SDO	15	16 SDO	17	18	19	20	
1 Dec.21	Jan.03	21 SDO	22	23 H-8	24 SDO	25	26	27		28 SDO	29	30	31 H-8	01 SDO	02	03	

Attendance Related Actions & Dates (See Instructions)	Reviewing Supervisor's Comments, Signature & Date
	Jan.
	Feb.
	March
	April
	May
	June
	July
	Aug.
	Sept.
	Oct.
	Nov.
	Dec.

<< RESTRICTED INFORMATION >>  
**United States Postal Service**  
**Employee Key Indicators Report**

Report: ERM804R1 v4.001

Current as of: PP 04 Week 02 of 2020

Page 1 of 4

Report run on: 02/19/2020 11:29:31

Your Selection Criteria: Employee ID:

Date From: 01/01/2017 Through: 02/19/2020

Name:

Emp Id:

EOD: 09/17/2005

Finance #: 1

DOLTON, IL

Pay Location: 201 FULL TIME CITY CARRIERS

	<b>Current Balance</b>	<b>Current YTD Hours</b>
<b>Sick:</b>	33.04	14.73
<b>Annual:</b>	170.00	0.00

**Unscheduled Leave and Lates**

<b>Date</b>	<b>Leave Type</b>	<b># Hours of Leave</b>	<b>Unscheduled?</b>	<b>Late?</b>
01/18/2017	SICK LEAVE - FAMILY MEDICAL LEAVE ACT	3.08	Yes	
01/25/2017	PART DAY LWOP	0.14	Yes	
01/31/2017	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	
02/25/2017	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	
03/25/2017	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	
04/07/2017	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	
05/18/2017	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	
08/05/2017	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	
10/14/2017	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	
11/28/2017	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	
12/06/2017	ANNUAL LEAVE - REGULAR	8.00	Yes	
01/08/2018	SICK LEAVE - REGULAR	2.70	Yes	
01/12/2018	SICK LEAVE - FMLA/DEPENDENT CARE	0.99	Yes	
02/12/2018	SICK LEAVE - REGULAR	8.00	Yes	
03/29/2018	SICK LEAVE - REGULAR	8.00	Yes	
03/30/2018	SICK LEAVE - REGULAR	1.50	Yes	
03/31/2018	SICK LEAVE - REGULAR	5.82	Yes	
04/17/2018	COP - REGULAR	6.75	Yes	
05/04/2018	SICK LEAVE - FMLA/DEPENDENT CARE	5.77	Yes	
05/05/2018	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	
06/12/2018	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	
07/19/2018	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	
07/20/2018	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	
07/21/2018	PART DAY LWOP - OTHER	8.00	Yes	
08/17/2018	SICK LEAVE - FMLA/DEPENDENT CARE	7.39	Yes	
08/18/2018	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	
09/08/2018	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	
09/10/2018	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	
10/25/2018	SICK LEAVE - REGULAR	8.00	Yes	
11/03/2018	ANNUAL LEAVE - LATE	8.00	Yes	
12/03/2018	ANNUAL LEAVE - REGULAR	0.12	Yes	
12/19/2018	ANNUAL LEAVE - REGULAR	8.00	Yes	
01/16/2019	SICK LEAVE - REGULAR	8.16	Yes	
02/22/2019	SICK LEAVE - FMLA/DEPENDENT CARE	3.07	Yes	
		8.00	Yes	



V010 - DOLTON, IL 700-049-2902  
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**<< RESTRICTED INFORMATION >>**  
**United States Postal Service**  
**Employee Key Indicators Report**

Report: ERM804R1 v4.001  
Current as of: PP 04 Week 02 of 2020

Page 2 of 4  
Report run on: 02/19/2020 11:29:31

Your Selection Criteria: Employee ID!      Date From: 01/01/2017 Through: 02/19/2020

Name: [REDACTED]

Finance #: [REDACTED]

DOLTON, IL

Emp Id: [REDACTED]

Pay Location: 201 FULL TIME CITY CARRIERS

EOD: 09/17/2005

	Current Balance	Current YTD Hours
Sick	33.04	14.73
Annual	170.00	0.00

**Unscheduled Leave and Lates**

Date	Leave Type	# Hours of Leave	Unscheduled?	Late?
03/30/2019	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	
04/22/2019	SICK LEAVE - REGULAR	8.00	Yes	
04/23/2019	SICK LEAVE - REGULAR	8.00	Yes	
04/24/2019	SICK LEAVE - REGULAR	8.00	Yes	
05/20/2019	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	
07/04/2019	OWCP - HOLIDAY	8.00	Yes	
08/02/2019	AWOL LATE	0.23	Yes	Yes
08/03/2019	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	
08/08/2019	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	
10/05/2019	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	
11/16/2019	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	
02/01/2020	SICK LEAVE - FMLA/DEPENDENT CARE	8.00	Yes	

Occurrences of unscheduled leave: 46

Late Occurrences: 2

Total number of unscheduled hours: 307.72

Total Number of Late Hours: 0.35

**Sick Leave (Non-FMLA/SLDC)**

Date	Leave Type	# Hours of Leave
05/27/2017	SICK LEAVE - REGULAR	2.60
01/06/2018	SICK LEAVE - REGULAR	0.99
02/12/2018	SICK LEAVE - REGULAR	8.00
03/29/2018	SICK LEAVE - REGULAR	1.50
03/30/2018	SICK LEAVE - REGULAR	5.82
03/31/2018	SICK LEAVE - REGULAR	6.75
04/25/2018	SICK LEAVE - REGULAR	2.68
06/16/2018	SICK LEAVE - REGULAR	4.53
08/10/2018	SICK LEAVE - REGULAR	2.00
10/19/2018	SICK LEAVE - REGULAR	4.00
10/25/2018	SICK LEAVE - REGULAR	8.00
01/16/2019	SICK LEAVE - REGULAR	3.07
04/22/2019	SICK LEAVE - REGULAR	8.00
04/23/2019	SICK LEAVE - REGULAR	8.00
04/24/2019	SICK LEAVE - REGULAR	8.00



<< RESTRICTED INFORMATION >>  
United States Postal Service  
Employee Key Indicators Report

Report: ERM804R1 v4.001  
Current as of: PP 04 Week 02 of 2020

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Your Selection Criteria: Employee ID: Date From: 01/01/2017 Through: 02/19/2020

Name: [REDACTED]  
Emp Id: [REDACTED]  
EOD: 09/17/2005

Finance #: [REDACTED] DOLTON, IL  
Pay Location: 201 FULL TIME CITY CARRIERS

	Current Balance	Current YTD Hours
Sick	33.04	14.73
Annual	170.00	0.00

Sick Leave (Non-FMLA/SLDC)

Date	Leave Type	# Hours of Leave
Occurrences of sick leave: 15		
Total number of sick hours: 73.94		

Administrative Action Summary

Date	Action Type	Comments
04/09/2018	No Action	OJI Dog bite
08/24/2019	No Action	next unschedule absence employee will be issued a LOV
08/24/2019	No Action	next unschedule absence employee will be issued a LOV

Accident History (past 5 years)

Date	Description	Type
03/03/2015	Falls to Sidewalks/Ground	3 - Industrial
04/25/2016	Lifting from/to a Higher Level	3 - Industrial
08/13/2017	Falls to Street	3 - Industrial
11/16/2017	Step In/on Object-Not Falling	3 - Industrial
03/28/2018	Dog Incident (Other Than Bite)	3 - Industrial

<< RESTRICTED INFORMATION >>  
 United States Postal Service  
 Employee Key Indicators Report

Report: ERM804R1 v4.001

Current as of: PP 04 Week 02 of 2020

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Report run on: 01/19/2020 11:29:31

Your Selection Criteria: Employee ID;

Date From: 01/01/2017 Through: 02/19/2020

Name:

Emp Id:

EOD: 09/17/2005

Finance #:

DOLTON

Pay Location: 201 FULL TIME CITY CARRIERS

	Current Balance	Current YTD Hours
Sick	33.04	14.73
Annual	170.00	0.00

## Accident History (past 5 years)

Date	Description	Type
05/18/2019	Violence by Others	3 - Industrial
10/16/2019	Dog Bite	3 - Industrial