

# ***RRECS 4241-A PRINTING AND DISTRIBUTION***

The PS Form 4241-A, Rural Route Evaluation, contains a summary of the data utilized to determine a route evaluation.

On Saturday, April 1, 2023 the PS Form 4241-A will be available and must be printed in RMSS.

Print all 3 pages of PS Form 4241-A for each route in unit

- Assigned Carrier copy for the route
- Route Book copy filed at the carrier case
- Route Folder copy (maintained by management in the local office)

The PS Form 4241-A must be provided to the carrier in order to communicate the new RRECS evaluation for the route.

Ensure the carrier is immediately made aware of schedule changes

- Classifications: K, J, or H

In addition to the PS Form 4241-A, you must also provide carrier a copy of the 4241-A RRECS Cheatsheet

If carrier request copy of their 4241-M, you must provide a copy which can also be found in RMSS

**RURAL ROUTE EVALUATION**

Post Office, State and Zip + 4			Finance No.				Evaluation Effective Date:		Volume Date Range:		Date of Mapping:
OFFICE TIME	Random Letters	Random Flats	WSS Letters	WSS Flats	BH Letters	BH Flats	DPS Letters	DPS Flats	CR Flats	Pull Down	
	Yearly Average Volumes (EOR) & Mini Mail Survey	Yearly Average Volumes (EOR) & Mini Mail Survey	Activity Scans (Keystroke 3)	Activity Scans (Keystroke 2)	Activity Scans (Keystroke 5)	Activity Scans (Keystroke 4)	Yearly Average Volumes (EOR)	Yearly Average Volumes (EOR)	Yearly Average Volumes (IV)	RRECS Standard based on mail volume	
	Parcels	Account. Mail Signature Item	Carrier Pickup Forms	COD'S Customs Due	Postage Due	Markups	3982 PARS Label	Office Walk	Load Time	Daily Activities	
	RRECS Standard based on mail volume (PTR)	RRECS Standard based on mail volume (PTR)	Activity Scans (Keystroke O)	Acitvity Scans (PTR & Keystroke H)	Activity Scans (Keystroke I)	RRECS Standard based on mail volume	Mini Mail Survey	Mini Mail Survey	Activity Scans (Keystroke 6 & 7)	Mini Mail Survey & Other RRECS Standard values	
ROUTE TIME	Route Length	Regular Boxes	Centralized Boxes	Total Boxes	Collection Compartments	Daily Dismounts	Daily Dismount Dist.	Reserved	Blue Box Collection	Service Inter-Unit	
	LTM Mapping	DPM Mapping	DPM Mapping	DPM Mapping	DPM Mapping	DPM Mapping	DPM Mapping		DPM Mapping	DPM Mapping	
	Drive*	Service*	Walk*	TCP	Fuel	Volume Factor	Drive Speed	Route Coverage	USPS Vehicle Used		
	LTM Mapping	DPM & LTM Mapping	DPM Mapping	LTM Mapping	DPM Mapping	Yearly Average Volumes	LTM Mapping	Breadcrumbs & Mail Volume	RMSS		
STREET VOLUME TIME	Verify Mail	Reload	Reg & Cert Accepted	M.O. Applications	Contact Rural Reach	Stamp Stock	Activity Scans				
	RRECS Standard based on mail volume	RRECS Standard based on mail volume	RRECS Standard based on mail volume	RRECS Standard based on mail volume	Activity Scans (Keystroke M)	Activity Scans (Keystroke N)	All Scans				
	Parcels	Account. Mail Signature Item	Carrier Pickup Items	COD'S Customs Due	Postage Due	Express Deviation					
	RRECS Standard based on mail volume (PTR)	RRECS Standard based on mail volume (PTR)	Activity Scans (Keystroke O)	Acitvity Scans (Keystroke H & PTR)	Activity Scans (Keystroke I)	Activity Scans (Keystroke F & G)					
Time (in hours and minutes)											
	Standards										
Office	hrs:mins										
Street	hrs:mins										
Total	hrs:mins										
Route No.	Name	Employee ID	Desig.	Step	Salary	FLSA	Eval Hours	EMA	Protected Salary	Guaranteed Salary	

\*Values with asterisk indicate they include mapped and unmapped values