

## DOIS REPORTS, FORMS & CAPABILITIES

### Daily Workload Management Reports & Forms

1564A

Revised Carrier/Route Assignments

Workload Status Report

Miscellaneous Status Report

Workhour Discrepancy Report

### Route & Unit Maintenance

Route Base Information Report

Route Information Card

Route Review Report

Unit Recap

DPS Analysis Report

Routes Pending Special Inspection

3999 – Inspection of Letter Carrier Route

3999 – Manual Entries

1838 – Carriers Count of Mail

Delivery Unit Seniority Report

### Performance Reports

Route/Carrier Daily Performance Report

Miscellaneous Route/Carrier Daily Performance Report

Unit Daily Performance Report

Workhour/Workload Report

Dispatch Feedback Report

FLASH Statistics Worksheet

CSDRS Daily Worksheet

CSDRS Weekly Worksheet

Volume Report

Unit Feedback Report

### Performance Forms

1813 – Late Leaving/Returning

3972 – Absence Analysis

### Individual Performance Reports

Individual Weekly Performance Report

Individual Weekly Miscellaneous Routes Performance Reports

Individual Weekly Performance Bar Graphs

Individual Weekly Performance Trend Graph

### Planning & Scheduling – OTDL Management

OTDL List

Overtime Tracking

Overtime Worksheet

Work Assignment Overtime

