

U.S. POSTAL SERVICE

LOCATION/FACILITY

POST OFFICE
307 INDUSTRIAL WAY WEST

DATE 06 July 2010

CUSTODIAL SCHEDULING
WORKSHEET

MONMOUTH PDC

NJ, 07799-9731

COMPLETED BY
GREGORY COOKE

ROOM OR LOC.	DESCRIPTION	TOUR WORK SCHED	SATURDAY		SUNDAY		MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		WEEK TOTAL
			CL	PL	CL	PL	CL	PL	CL	PL	CL	PL	CL	PL	CL	PL	
	BATTERY ROOM																
1112	BATTERY ROOM	2	400		400		400		400		400		400		400		2800
	CORRIDOR																
1007	CORRIDOR	1					2400		2400		2400		2400		2400		12000
1066	PASSAGEWAY	2					16		16		16		16		16		80
	EXTERIOR PAVED ARE																
1139	PARKING LOTS	2		261328													261328
	EXTERIOR UNPAVED A																
1140	GROUNDS	2									300000						300000
	JANITOR'S CLOSET																
1038	JANITOR CLOSET	2					1		1		1		1		1		5
1082	JANITOR CLOSET	2	1		1		1		1		1		1		1		7
	LOCKER ROOM																
1008	WOMENS LOCKER ROOM	2					595		595		595		595		595		2975
1010	FEMALE SUPERVISOR	2					150		150		150		150		150		750
1012	MENS LOCKER	2					663		663		663		663		663		3315
1014	MALE SUPERVISOR	2					150		150		150		150		150		750
1016	FEMALE LOCKER RM	2					220		220		220		220		220		1100
1016A	MENS LOCKER ROOM	2					550		550		550		550		550		2750
1008	WOMENS LOCKER ROOM	1		595		595		595		595		595		595		595	4165
1008	WOMENS LOCKER ROOM	2		595		595											1190
1008	WOMENS LOCKER ROOM	3		595		595		595		595		595		595		595	4165
1010	FEMALE SUPERVISOR	1		150		150		150		150		150		150		150	1050
1010	FEMALE SUPERVISOR	2		150		150											300
1010	FEMALE SUPERVISOR	3		150		150		150		150		150		150		150	1050
1012	MENS LOCKER	1		663		663		663		663		663		663		663	4641
1012	MENS LOCKER	2		663		663											1326
1012	MENS LOCKER	3		663		663		663		663		663		663		663	4641
1014	MALE SUPERVISOR	1		150		150		150		150		150		150		150	1050
1014	MALE SUPERVISOR	2		150		150											300
1014	MALE SUPERVISOR	3		150		150		150		150		150		150		150	1050
1016	FEMALE LOCKER RM	1		220		220		220		220		220		220		220	1540
1016	FEMALE LOCKER RM	2		220		220											440
1016	FEMALE LOCKER RM	3		220		220		220		220		220		220		220	1540

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1016A	MENS LOCKER ROOM	1		550		550		550		550		550		550		550	3850
1016A	MENS LOCKER ROOM	2		550		550											1100
1016A	MENS LOCKER ROOM	3		550		550		550		550		550		550		550	3850
	LUNCH/SWING ROOM																
1002	EMPLOYEE LOUNGE	2					447		447		447		447		447		2235
1003	LUNCH ROOM	2					1200		1200		1200		1200		1200		6000
1004	LOUNGE	2					360		360		360		360		360		1800
1005	VENDING	2					260		260		260		260		260		1300
1057	SUPV SWING RM / LOUNGE	2					595		595		595		595		595		2975
1097	CONTRACT DRIVERS ROOM	2					123		123		123		123		123		615
1116	MAINT LUNCHROOM	2					200		200		200		200		200		1000
1119	SATELLITE VENDING	2					165		165		165		165		165		825
1002	EMPLOYEE LOUNGE	1		447		447		447		447		447		447		447	3129
1002	EMPLOYEE LOUNGE	2		447		447											894
1002	EMPLOYEE LOUNGE	3		447		447		447		447		447		447		447	3129
1003	LUNCH ROOM	1		1200		1200		1200		1200		1200		1200		1200	8400
1003	LUNCH ROOM	2		1200		1200											2400
1003	LUNCH ROOM	3		1200		1200		1200		1200		1200		1200		1200	8400
1004	LOUNGE	1		360		360		360		360		360		360		360	2520
1004	LOUNGE	2		360		360											720
1004	LOUNGE	3		360		360		360		360		360		360		360	2520
1005	VENDING	1		260		260		260		260		260		260		260	1820
1005	VENDING	2		260		260											520
1005	VENDING	3		260		260		260		260		260		260		260	1820
1057	SUPV SWING RM / LOUNGE	1		595		595		595		595		595		595		595	4165
1057	SUPV SWING RM / LOUNGE	2		595		595											1190
1057	SUPV SWING RM / LOUNGE	3		595		595		595		595		595		595		595	4165
1097	CONTRACT DRIVERS ROOM	1		123		123		123		123		123		123		123	861
1097	CONTRACT DRIVERS ROOM	2		123		123											246
1097	CONTRACT DRIVERS ROOM	3		123		123		123		123		123		123		123	861
1116	MAINT LUNCHROOM	1		200		200		200		200		200		200		200	1400
1116	MAINT LUNCHROOM	2		200		200											400
1116	MAINT LUNCHROOM	3		200		200		200		200		200		200		200	1400
1119	SATELLITE VENDING	1		165		165		165		165		165		165		165	1155
1119	SATELLITE VENDING	2		165		165											330

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1119	SATELLITE VENDING	3		165		165		165		165		165		165		165	1155
	OFFICE SPACE																
1018	HR OFFICE	2					240				240				240		720
1019	SAFETY	2					140				140				140		420
1020	HR	2					140				140				140		420
1021	MARKETING	2					140				140				140		420
1022	HR	2					240				240				240		720
1023A	CONTRACT TECH OFFICE	2					165				165				165		495
1024A	MGR MAINT / CLERK STENO	2					750				750				750		2250
1028	SDO OFFICE	2					243				243				243		729
1030	IPSS ROOM	1					697				697				697		2091
1031	CONFERENCE ROOM	3					600				600				600		1800
1031A	MDO CLERK	2					200				200				200		600
1031B	MANAGER IN-PLANT	2					280				280				280		840
1031C	WAR ROOM	2					140				140				140		420
1034	TACS OFFICE	3					200				200				200		600
1036	IN-PLANT	2					426				426				426		1278
1041	CONFIDENTIAL SECT	2					88		88		88		88		88		440
1042	CONFIDENTIAL SECT	2					215		215		215		215		215		1075
1043	MDO OFFICE	1					286				286				286		858
1044	MDO OFFICE	3					410				410				410		1230
1049	PLANT MANAGER	2					314		314		314		314		314		1570
1051	PM CONF ROOM	2					192		192		192		192		192		960
1052	STAFF CONFERENCE ROOM	2					168				168				168		504
1053	UNION OFFICE LOCAL 300	2					90				90				90		270
1053A	UNION OFFICE LOCAL 300	2					90				90				90		270
1056	TRAINING ROOM	2					122				122				122		366
1063	POSTAL INS SERV	3					204				204				204		612
1065	POSTAL INS SERV	3					205				205				205		615
1081	AMSOFFICE	2					302		302		302		302		302		1510
1088	APWU UNION OFFICE	2					304				304				304		912
1089	BULK MAIL	3					579		579		579		579		579		2895
1089A	TRANSPORTATION	3					350				350				350		1050
1096	PLATFORM OFFICE	2					145		145		145		145		145		725
1102	REG ROOM	1					435		435		435		435		435		2175

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1113	MAINT SUPPORT	2					382				382				382		1146
1121	PLANT ERRP ROOM	3					456				456				456		1368
1122	SUPV MAINT OPS	2					355				355				355		1065
1124	FIELD MAINT OFFICE	2					117				117				117		351
1128	TRAINING ROOM	2					150				150				150		450
	OFFICE TOILET																
1033	MENS TOILET	1					6		6		6		6		6		30
1035	WOMENS TOILET	1					5		5		5		5		5		25
1055	PM TOILET	2					2		2		2		2		2		10
1064	POSTAL INS SERV TOILET	3					2				2				2		6
1033	MENS TOILET	1		6	6												12
1033	MENS TOILET	2		6	6	6	6	6	6	6	6	6	6	6	6	6	42
1033	MENS TOILET	3		6	6	6	6	6	6	6	6	6	6	6	6	6	42
1035	WOMENS TOILET	1		5	5												10
1035	WOMENS TOILET	2		5	5	5	5	5	5	5	5	5	5	5	5	5	35
1035	WOMENS TOILET	3		5	5	5	5	5	5	5	5	5	5	5	5	5	35
	PLATFORM (Dock)																
1087	CORRIDOR	2					185		185		185		185		185		925
1090	PLATFORM AREA	2					10345		10345		10345		10345		10345		51725
1092	MAIL VESTIBULE	2					588		588		588		588		588		2940
1103	MAIL VESTIBULE	2					700		700		700		700		700		3500
1106	CORRIDOR	2					155		155		155		155		155		775
1087	CORRIDOR	1		185	185		185		185		185		185		185		1295
1087	CORRIDOR	2		185	185												370
1087	CORRIDOR	3		185	185		185		185		185		185		185		1295
1090	PLATFORM AREA	1		10345	10345		10345		10345		10345		10345		10345		72415
1090	PLATFORM AREA	2		10345	10345												20690
1090	PLATFORM AREA	3		10345	10345		10345		10345		10345		10345		10345		72415
1092	MAIL VESTIBULE	1		588	588		588		588		588		588		588		4116
1092	MAIL VESTIBULE	2		588	588												1176
1092	MAIL VESTIBULE	3		588	588		588		588		588		588		588		4116
1103	MAIL VESTIBULE	1		700	700		700		700		700		700		700		4900
1103	MAIL VESTIBULE	2		700	700												1400
1103	MAIL VESTIBULE	3		700	700		700		700		700		700		700		4900
1106	CORRIDOR	1		155	155		155		155		155		155		155		1085

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1106	CORRIDOR	2		155		155											310
1106	CORRIDOR	3		155		155		155		155		155		155		155	1085
	SERVICE/BOX LOBBY																
1040	MAIN ENTRANCE	3					96		96		96		96		96		480
	SHOP AREA																
1110	MECHANICAL ROOM	3					4007		4007		4007		4007		4007		20035
1115	GENERAL SHOP	3	853		853		853		853		853		853		853		5971
	SUPPLY AREA																
1023	CONTRACT TECH SUPPLIES	2					220				220				220		660
1114	MAINT. STOCKROOM	2					800				800				800		2400
1141	MEZZANINE	3					700				700				700		2100
1142	TRAILER	3					1750				1750				1750		5250
	WORKROOM																
1001	EMPLOYEE ENTRANCE	3					40				40				40		120
1070	MAINT. LOCKERS - BULK M	1					3085		3085		3085		3085		3085		15425
1079	CIOSS - BLUEROOM	2					2300		2300		2300		2300		2300		11500
1094	PARS MAIL	2					158		158		158		158		158		790
1095	PARS MAIL	2					161		161		161		161		161		805
1105	EXPRESS MAIL ROOM	3					1100		1100		1100		1100		1100		5500
1107	077 BULLPEN	3					1400		1400		1400		1400		1400		7000
1109	MAINT REPAIR ROOM	3					435		435		435		435		435		2175
1130A	WORKROOM B	2					37682		37682		37682		37682		37682		188410
1131	WORKROOM A	2					37454		37454		37454		37454		37454		187270
1001	EMPLOYEE ENTRANCE	1		40		40		40		40		40		40		40	280
1001	EMPLOYEE ENTRANCE	2		40		40		40		40		40		40		40	280
1001	EMPLOYEE ENTRANCE	3		40		40				40				40			160
1070	MAINT. LOCKERS - BULK M	1		3085		3085											6170
1070	MAINT. LOCKERS - BULK M	3		3085		3085		3085		3085		3085		3085		3085	21595
1079	CIOSS - BLUEROOM	1		2300		2300		2300		2300		2300		2300		2300	16100
1079	CIOSS - BLUEROOM	2		2300		2300											4600
1079	CIOSS - BLUEROOM	3		2300		2300		2300		2300		2300		2300		2300	16100
1094	PARS MAIL	1		158		158		158		158		158		158		158	1106
1094	PARS MAIL	2		158		158											316
1094	PARS MAIL	3		158		158		158		158		158		158		158	1106
1095	PARS MAIL	1		161		161		161		161		161		161		161	1127

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1095	PARS MAIL	2		161		161											322
1095	PARS MAIL	3		161		161		161		161		161		161		161	1127
1105	EXPRESS MAIL ROOM	1		1100		1100		1100		1100		1100		1100		1100	7700
1105	EXPRESS MAIL ROOM	2		1100		1100		1100		1100		1100		1100		1100	7700
1105	EXPRESS MAIL ROOM	3		1100		1100											2200
1107	077 BULLPEN	1		1400		1400		1400		1400		1400		1400		1400	9800
1107	077 BULLPEN	2		1400		1400		1400		1400		1400		1400		1400	9800
1107	077 BULLPEN	3		1400		1400											2800
1109	MAINT REPAIR ROOM	3		435		435											870
1130A	WORKROOM B	1		37682		37682		37682		37682		37682		37682		37682	263774
1130A	WORKROOM B	2		37682		37682											75364
1130A	WORKROOM B	3		37682		37682		37682		37682		37682		37682		37682	263774
1131	WORKROOM A	1		37454		37454		37454		37454		37454		37454		37454	262178
1131	WORKROOM A	2		37454		37454											74908
1131	WORKROOM A	3		37454		37454		37454		37454		37454		37454		37454	262178
	WORKROOM TOILET																
1009	WOMENS TOILET	2					6		6		6		6		6		30
1011	FEMALE SUPV. TOILET	2					2		2		2		2		2		10
1013	MENS TOILET	2					9		9		9		9		9		45
1015	MALE SUPV TOILET	2					2		2		2		2		2		10
1058	TOILET SUPV LOUNGE	2					2		2		2		2		2		10
1083	MENS TOILET	2					4		4		4		4		4		20
1084	WOMENS TOILET	2					3		3		3		3		3		15
1098	PLATFORM TOILET	2					2		2		2		2		2		10
1099	MENS TOILET	2					3		3		3		3		3		15
1100	WOMENS TOILET	2					3		3		3		3		3		15
1118	MENS TOILET	2					3		3		3		3		3		15
1120	WOMENS TOILET	2					3		3		3		3		3		15
1009	WOMENS TOILET	1		6		6		6		6		6		6		6	42
1009	WOMENS TOILET	2		6		6											12
1009	WOMENS TOILET	3		6		6		6		6		6		6		6	42
1011	FEMALE SUPV. TOILET	1		2		2		2		2		2		2		2	14
1011	FEMALE SUPV. TOILET	2		2		2											4
1011	FEMALE SUPV. TOILET	3		2		2		2		2		2		2		2	14
1013	MENS TOILET	1		9		9		9		9		9		9		9	63

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1013	MENS TOILET	2		9		9											18
1013	MENS TOILET	3		9		9		9		9		9		9		9	63
1015	MALE SUPV TOILET	1		2		2		2		2		2		2		2	14
1015	MALE SUPV TOILET	2		2		2											4
1015	MALE SUPV TOILET	3		2		2		2		2		2		2		2	14
1058	TOILET SUPV LOUNGE	1		2		2		2		2		2		2		2	14
1058	TOILET SUPV LOUNGE	2		2		2											4
1058	TOILET SUPV LOUNGE	3		2		2		2		2		2		2		2	14
1083	MENS TOILET	1		4		4		4		4		4		4		4	28
1083	MENS TOILET	2		4		4											8
1083	MENS TOILET	3		4		4		4		4		4		4		4	28
1084	WOMENS TOILET	1		3		3		3		3		3		3		3	21
1084	WOMENS TOILET	2		3		3											6
1084	WOMENS TOILET	3		3		3		3		3		3		3		3	21
1098	PLATFORM TOILET	1		2		2		2		2		2		2		2	14
1098	PLATFORM TOILET	2		2		2											4
1098	PLATFORM TOILET	3		2		2		2		2		2		2		2	14
1099	MENS TOILET	1		3		3		3		3		3		3		3	21
1099	MENS TOILET	2		3		3											6
1099	MENS TOILET	3		3		3		3		3		3		3		3	21
1100	WOMENS TOILET	1		3		3		3		3		3		3		3	21
1100	WOMENS TOILET	2		3		3											6
1100	WOMENS TOILET	3		3		3		3		3		3		3		3	21
1118	MENS TOILET	1		3		3		3		3		3		3		3	21
1118	MENS TOILET	2		3		3											6
1118	MENS TOILET	3		3		3		3		3		3		3		3	21
1120	WOMENS TOILET	1		3		3		3		3		3		3		3	21
1120	WOMENS TOILET	2		3		3											6
1120	WOMENS TOILET	3		3		3		3		3		3		3		3	21
	TOTAL for CL:			1254		1254		123327		111525		123327		111525		123327	595539
	TOTAL for PL:			561930		300602		199083		199123		499083		199123		199083	2158027
				FS	VS	FS	VS	FS	VS	FS	VS	FS	VS	FS	VS	FS	VS
	SERVICE/BOX LOBBY																
1040	MAIN ENTRANCE	3										96					96

CUSTODIAL SCHEDULING
WORKSHEET

MONMOUTH PDC

NJ, 07799-9731

COMPLETED BY
GREGORY COOKE

ROOM OR LOC.	DESCRIPTION	TOUR WORK SCHED	SATURDAY		SUNDAY		MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		WEEK TOTAL
	TOTAL for FS:																
	TOTAL for VS:											96					96
			SW3		SW3		SW3		SW3		SW3		SW3		SW3		
	EXTERIOR PAVED AREA																
1139	PARKING LOTS	2										261328					261328
	TOTAL for SW3:											261328					261328
			WM	DM	WM	DM	WM	DM	WM	DM	WM	DM	WM	DM	WM	DM	
	CORRIDOR																
1007	CORRIDOR	1					2400					2400				2400	7200
	SERVICE/BOX LOBBY																
1040	MAIN ENTRANCE	3			96												96
	TOTAL for WM:				96												96
	TOTAL for DM:						2400					2400				2400	7200