

**UNITED STATES POST OFFICE**

DATE: September 29, 1992

OUR REF: CED03:SSmith:ss

SUBJECT: Workshift/Tour of Duty - OCR/BCS

TO:

Robert J. Deever  
Manager, GMF

Grievance #77-92-8223 regarding hours worked and breaks in the OCR/BCS area was referred to the Safety & Health Committee for resolution.

By unanimous vote, the committee decided as follows:

"The 8 hour Workshift/Tour of Duty in the OCR/BCS area will be divided into 4 approximately equal parts with fifteen minute leeway either way; divided by two 15 minute breaks and one 30 minute lunch."

This decision is intended to be a guideline for providing necessary anti-fatigue work and break intervals.

Please disseminate this information to your Tour Superintendents and appropriate Supervisors.

Thank you for your cooperation.

*Shirley A. Smith*

Shirley A. Smith  
Manager, Safety & Health Services

✓ cc: Safety & Health Committee