

COR Route Package for Local Office Contacts Conducting the Adjustment Consultations

- The **1840 Reverse** showing all of the proposed changes to the route.
- The COR **Line of Travel Report**. It shows the delivery direction, park points and relay locations. It is the complete delivery order for the route.
- A **New Route map** for each route.
- A copy of the **Adjusted Route Summary Report**. This is the AFTER picture of the zone. This report shows the zone it after COR adjusted the routes, after the DEAT have moved territory or changed the lines of travel. Looking at the report, you can see the “new” data for each route: How many deliveries, the allied and total street times, the office times and office time factors and the total route time for each route. The totals for the zone appear at the bottom of the report.
- **Territory Transfer Report**. The Territory Transfer Summary Report shows how many deliveries were on the existing route, how many were retained and what percentage of the old deliveries this represents. It also shows how much delivery time existed on the “old” route, how much remains and what percentage of the “old” route this represents.
- A **new map** of the **Zone**.
- The **adjustment consultation** script for each route.

The Local contacts will then conduct the adjustment consultations using the materials provided. When completed, the **Local Contacts** will return the adjustment consultation forms and the 1840 reverse, containing any relevant comments made by the carrier, to the District Evaluation and Adjustment Team.

The DEAT will review the carrier comments and if warranted, make additional changes and issue amended 1840's to the LOC.