Exhibits

| Exhibit 212.2 (page 1 of 2) PS Form 820, Ranking of Position Request | 23 |
|---|-----|
| Exhibit 212.2 (page 2 of 2) PS Form 820, Ranking of Position Request | 24 |
| Exhibit 412.12b Position Groups Eligible for Supervisory Differential Adjustment Rate | 71 |
| Exhibit 418 Equivalent Grades | 82 |
| Exhibit 421.7 Rate Schedule Summary and References | 93 |
| Exhibit 421.81 Higher Level Pay Effective November 20, 1999 | 93 |
| Exhibit 421.82 Promotional Increase | 94 |
| Exhibit 422.123a Promotion Chart — PS Schedule 1 to PS Schedule 2 | 102 |
| Exhibit 422.123b Promotion Chart — PS Schedule 2 to PS Schedule 2 | 105 |
| Exhibit 422.13 Bargaining Unit Step Increase Waiting Periods | 112 |
| Exhibit 422.13 (p.2) Bargaining Unit Step Increase Waiting Periods | 113 |
| Exhibit 432.62 Guaranteed Time Pay Eligibility Table | 158 |
| Exhibit 434.141a Postal Overtime Pay Eligibility Table | 164 |
| Exhibit 434.141b FLSA Overtime Pay Eligibility Table | 165 |
| Exhibit 434.141c Penalty Overtime Pay Eligibility Table | 165 |
| Exhibit 434.2 Night Differential Pay Eligibility Table | 167 |
| Exhibit 434.3 Sunday Premium Pay Eligibility Table | 169 |
| Exhibit 434.52 Holiday-Worked Pay Eligibility Table | 173 |
| Exhibit 434.614 Computing Out-of-Schedule Premium Hours | 175 |
| March 2024 | ci |

| Exhibit 434.621 Out-of-Schedule Premium Pay Eligibility Table | 176 |
|--|-----|
| Exhibit 434.8 Pyramiding of Premiums | 178 |
| Exhibit 436.73a Interest on Back Pay Decisions | 190 |
| Exhibit 436.73b Interest on Back Pay Settlements | 190 |
| Exhibit 438.13 Eligibility for Travel Time Compensation | 195 |
| Exhibit 491.1 Service Recognition and Incentive Awards | 230 |
| Exhibit 493.1 Service Awards | 235 |
| Exhibit 493.27a Sample Letter of Appreciation — Employee With 25, 30, 35, 40, or 45 Years of Service | 238 |
| Exhibit 493.27b Sample Letter of Appreciation — Employee With 50 Years of Service | 239 |
| Exhibit 493.351a Sample Letter of Appreciation — Retiring Employee With Less Than 50 Years of Service | 243 |
| Exhibit 493.351b Sample Letter of Appreciation — Retiring Employee With 50 or More Years of Service | 244 |
| Exhibit 495.1 Formal Awards | 246 |
| Exhibit 496.1 Special Awards | 254 |
| Exhibit 497.1 Other Awards | 258 |
| Exhibit 498.1 Inspection Service Awards | 260 |
| Exhibit 512.232 Wars, Campaigns, and Expeditions of the Armed Forces Since 1937 | 268 |
| Exhibit 512.311 Accrual and Crediting Chart for Full-Time Career Employees | 273 |
| Exhibit 512.312 Accrual and Crediting Chart for Part-Time Career Employees | 275 |
| Exhibit 514.4 Acceptable Reasons and Instructions for LWOP | 300 |
| Exhibit 516.11 Absences for Court-Related Service | 310 |
| Exhibit 521.423 Certification for Foster Children | 340 |
| Exhibit 523.62 Statement by Former Spouse Regarding FEHB Coverage Under the Spouse Equity Act | 353 |

cii ELM 55

Exhibits

| Exhibit 525.132 PS Form 202, Health Benefits Refund Payment Authorization | 373 |
|---|-----|
| Exhibit 525.142 Transfer of FEHB Enrollment to OWCP | 375 |
| Exhibit 525.422 Memorandum About FEHB Enrollment | 383 |
| Exhibit 531.3 Exclusions | 394 |
| Exhibit 547.55 PS Form 2562, Injury Compensation Program — Notice of Potential Third Party Claim | 460 |
| Exhibit 547.55 (p. 2) PS Form 2562, Injury Compensation Program — Notice of Potential Third Party Claim | 461 |
| Exhibit 547.57a Sample Letter A, Notice to Attorney of Government's Lien | 464 |
| Exhibit 547.57b Sample Letter B, Request for Status and Transmittal of Information | 465 |
| Exhibit 547.57c PS Form 2556, Third Party Statement of Recovery | 466 |
| Exhibit 547.57c (p. 2) PS Form 2556, Third Party Statement of Recovery | 467 |
| Exhibit 547.58a Sample Letter C, Notice to Employee of Government's Lien | 468 |
| Exhibit 547.58b Sample Letter D, Notice to Third Party of Government's Lien | 469 |
| Exhibit 547.58c PS Form 2557, Employee's Third Party Recovery Statement | 470 |
| Exhibit 547.59a Sample Letter E, Request for Information from Employee and Notice of Government's Lien | 473 |
| Exhibit 547.59b PS Form 2559, Third Party Claim — Information Request | 474 |
| Exhibit 547.59c PS Form 2577, Assignment of Claim to the USPS | 475 |
| Exhibit 547.59d PS Form 2560, Referral of Third Party Material | 476 |
| Exhibit 547.59e Sample Letter F, Notice of Assignment of Postal Employee's Claim and Request for Settlement | 477 |
| Exhibit 547.73 Sample Letter G | 481 |
| Exhibit 547.83 Third Party Court Appearance Sheet | 483 |
| Exhibit 567.16 Conditions for Termination, Restoration, or Changes in Survivor Annuity | 526 |

March 2024 ciii

| Exhibit 567.18 Election by Annuitants and Resultant Survivor Annuities | 527 |
|--|-----|
| Exhibit 615.34 Sample Constitution | 609 |
| Exhibit 615.35 Sample Bylaws | 610 |
| Exhibit 615.5 Instructions for Keeping Records and Files for the Employee Social and Recreational Committee | 615 |
| Exhibit 615.62 PS Form 3241, Statement of Receipts and Disbursements (Employee Social and Recreational Funds) | 618 |
| Exhibit 615.62 (p. 2) PS Form 3241, Statement of Receipts and Disbursements (Employee Social and Recreational Funds) | 619 |
| Exhibit 925.1 PS Form 1188, Cancellation of Organization Dues From Payroll Withholdings | 788 |

civ ELM 55