



Time and Attendance

Handbook F-21

June 2002
Transmittal Letter 35

- A. Explanation.** This is a complete revision of Handbook F-21 that contains the December 2001 Chapter 1 and the June 1997 Chapter 5 (Transmittal Letter 34).
- B. Distribution.** Handbook F-21 is available on the corporate intranet at <http://blue.usps.gov/cpim> (Click on *Information*, then *Policies & Procedures*, then *HBKs*.) If you do not have access to the corporate intranet, hard copies are stocked at the Material Distribution Center (MDC) and may be ordered as follows:
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- D. Effective Date.** This revision is effective upon receipt.

A handwritten signature in black ink that reads "Donna M. Peak".

Donna M. Peak
Vice President, Finance,
Controller

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