Two-subject letter rule — as the department wrote it

LINDBERGH FORMATION — 16 rue de Maillé, 91310 Montlhéry, France · Companies register (RCS) Evry 817 946 114

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Fictional document

Fictional document — demonstration example

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Fictional document. The rule was proposed by the agent, corrected by the department, then approved by the mailroom on 10/08. It applies to subsequent letters; it re-opens no letter already handled.

The rule	What it decides
Two subjects, two departments	**Two entries attached to the same case**
Order of departure	**The entry for the flagged subject goes out first**
Date carried by both entries	**The letter's arrival date** — correction made by the department
Closing	Each entry is closed by the department that answers it

What makes it reversible

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Item recorded	Value
Name of the rule	Two-subject letter
Date approved	10/08
Approved by	The mailroom
Letter that gave rise to it	Road collapse + tyre reimbursement
To withdraw it	**One line to delete in the routing table**

While the rule is live, two-subject letters are handled without being sent up, and their count is given each month. The day it is withdrawn, they go back to being sent up one by one.

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> https://bluelemonagent.ai/en/secteur-public/solutions/tri-indexation-et-routage-du-courrier-entrant

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