



August 15, 2022

Mr. Ivan D. Butts  
President  
National Association of Postal Supervisors  
1727 King St., STE 400  
Alexandria, VA 22314-2753

**Certified Mail Tracking Number:**  
7020 3160 0002 0327 0946

Dear Ivan:

As a matter of general interest, the Postal Service is reducing the number of operation codes associated with Function 4 operations. There are currently 70 Function 4 operation codes, which will be reduced to 25.

The reduction in operation codes is intended to improve the accuracy of operation moves on the Electronic Badge Reader (EBR) and/or Mobile Delivery Device In-Office (MDD/MIO) and streamline the number of operation codes for use by employees working the Function 4 operation in a retail unit.

The change in operation codes will be effective September 1.

Enclosed on compact disc is a list of the operation codes, identifying those that are being removed and any name changes for the remaining codes.

If there are any questions, please contact Dion Mealy at 202-507-0193.

Sincerely,

A handwritten signature in blue ink, appearing to read "Shannon Richardson".

Shannon Richardson  
Director  
Contract Administration (APWU)

Enclosure