UNITED STATES
POSTAL SERVICE

March 8, 2023

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

Dear Ivan:

The United States Postal Inspection Service (USPIS) has been exploring methods to improve the recording of data from Postal Police incident responses and other significant Postal Police work activity.

Under the direction of the Security Group, Postal Police managers and supervisors at the Chicago, St. Louis, Miami, San Juan, Pittsburgh, Cleveland, and New York work facilities have been using a Microsoft Excel workbook which integrates versions of IS Form 5303, *Security Force Blotter*, IS Form 5305, *Security Force Supervisory Report*; and IS Form 53009A, *Quarterly Security Force Report*. Additionally, several types of incidents and activities not captured on the traditional IS Form 5309A have been standardized and are being used in this current effort. This approach is providing a consistent and standardized record of Postal Police work achievements that is readily available to stakeholders (including Inspection Service executives); and that produces data in a format that lends itself to trend analysis. The managers currently involved with this solution have provided positive feedback.

To date, this effort has not impacted how bargaining unit Postal Police Officers have been recording their incidents and other significant work activity.

The USPIS will expand use of this Excel solution to other managers and supervisors at other Postal Police Work Facilities. In this expansion, the Inspection Service will be looking to improve the solution and maximize the benefits of a standardized means of collecting and analyzing data on PPO activity. The Inspection Service does not foresee that this expansion would impact the bargaining unit PPOs any more than the initial deployment has had for the Work Facilities listed above.

Please contact Bruce Nicholson at extension 7773 if you have questions concerning this matter.

Sincerely,

James Lloyd
Director
Labor Relations Policies and Programs