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JAN 14 2022

LABOR RELATIONS



January 12, 2022

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

**Certified Mail Tracking Number:**  
7019 2280 0001 6260 6930

Dear Ivan:

This is in further reference to the Postal Service's August 13, 2021 and September 3, 2021 correspondence (copies enclosed) concerning a proof of concept test that will evaluate expanding the role of Sales and Services Associates by enabling them to assist local and small businesses with sales and growth opportunities.

Please be advised that the subject test, which was previously scheduled to begin on October 4, 2021, will now begin on February 21 and is expected to last between 15 and 30 days.

Additionally, the test will occur in the following six sites:

- Atlantic Area, New York 1 District, Grand Central Station;
- Atlantic Area, New York 1 District, James Farley Station;
- Southern Area, Puerto Rico District, San Juan Main Post Office;
- WestPac Area, California 4 District, El Toro Main Post Office;
- WestPac Area, California 3 District, Van Nuys Main Post Office; and
- WestPac Area, California 5 District, Los Feliz Station.

Training for the Sales and Service Associates who will perform the duties associated with the test at these locations is expected to begin on January 18.

Please contact Dion Mealy at 202-507-0193 if you have any questions concerning this matter.

Sincerely,

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

Shannon R. Richardson  
Director  
Contract Administration (APWU)

Enclosures



August 13, 2021

Mr. Brian Wagner  
President  
National Association of Postal  
Supervisors  
1727 King Street, Suite 400  
Alexandria, VA 22314-2753

**Certified Mail Tracking Number:**  
7020 3160 0002 0328 9016

Dear Brian:

As a matter of general interest, the Postal Service will conduct a proof of concept test that will evaluate expanding the role of Sales and Services Associates by enabling them to assist local and small businesses with sales and growth opportunities.

The subject test will commence on September 20 at the following locations:

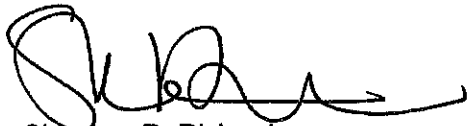
Area	District	Office
Atlantic	New York 1	James A. Farley Station
Atlantic	New York 1	Grand Central Station
Southern	Florida 2	ORL-Sand Lake Br
Southern	Florida 2	ORL-ORL MO
Southern	Georgia	ATL-Atlanta MPO
Southern	Puerto Rico	MOWS San Juan
WestPac	Hawaii	HNL-Main Office Station
WestPac	California 3	Van Nuys MPO
WestPac	Alaska	ANC-Main Office
WestPac	California 4	EI Toro Main Office
WestPac	California 5	LAX-Los Feliz Station

The Postal Service intends to train 11 Sales and Services Associates to perform the duties associated with the test. Beginning August 16, management at the above locations will solicit volunteers from each of the above locations to undergo the associated training and participate in the test. Training will commence no sooner than August 23.

Enclosed on compact disc are the materials that will be presented to participants during training. Please note, the subject training is derived from a pre-existing training course for Customer Care Agents.

Please contact Mike Faber at 215-432-0613 if you have any questions concerning this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Richardson', with a long horizontal flourish extending to the right.

Shannon R. Richardson  
Director  
Contract Administration (APWU)

Enclosure

(CA2021-293)



September 3, 2021

Mr. Brian Wagner  
President  
National Association of Postal Supervisors  
1727 King Street, Suite 400  
Alexandria, VA 22314-2753

**Certified Mail Tracking Number:**  
7019 2280 0001 6260 7036

Dear Brian:

This is in further reference to the Postal Service's correspondence dated August 13 (copy enclosed) concerning a proof of concept test that will evaluate expanding the role of Sales and Services Associates by enabling them to assist local and small businesses with sales and growth opportunities.

Please be advised that the subject test, which was scheduled to begin on September 20, will now commence on October 4 and will run through November 10.

Additionally, training for the 11 Sales and Service Associates who will perform the duties associated with the test will begin no sooner than September 20.

Please contact Mike Faber at 215-432-0613 if you have any questions concerning this matter.

Sincerely,

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

Shannon R. Richardson  
Director  
Contract Administration (APWU)

Enclosure