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AUG 18 2021

LABOR RELATIONS



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 9023

Dear Brian:

This is in further reference to the June 30 and July 16 notices (enclosed) regarding the USPS Connect Local test, a service for small and micro business customers that ship locally and want same-day or next-day delivery options.

As previously stated, customers at participating locations can utilize the Click-N-Ship application to access the USPS Connect Local option for Parcel Select and Parcel Select Lightweight shipments.

To assist in promoting USPS Connect Local in the local areas where the initiative is being tested, the Postal Service has created a Lead Card insert that can be provided to customers outlining the features and benefits of USPS Connect Local. Additionally, the Postal Service is conducting a contest for the participating offices to create the best Connect Local huddle board.

Enclosed are the following documents related to the insert card and contest for your review:

- Connect Huddle Board Contest Power Point
- USPS Connect Local Insert Card
- Stand up Talk- USPS Connect Local Lead Card Inserts

Please contact April Cutchember at 240-321-4768 if there are any questions.

Sincerely,

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

Shannon R. Richardson  
Director  
Contract Administration (APWU)

Enclosures



June 30, 2021

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

**Certified Mail Tracking Number:**  
7020 3160 0002 0328 8033

Dear Brian:

As a matter of general interest, the Postal Service intends to test a service for small and micro business customers that ship locally and want same-day or next-day delivery options, called USPS Connect Local.

Beginning July 19 customers at participating locations can utilize the Click-N-Ship application to access the USPS Connect Local option for Parcel Select and Parcel Select Lightweight shipments.

The subject test will be implemented in the facilities listed below and the offices will receive kits with information on how USPS Connect Local works. The first group of offices should receive their kits in advance of July 19. It is anticipated that the second group will receive the kits by the end of July. The test is schedule to last for six months.

### **Group 1**

<b>Facility</b>	<b>Address</b>	<b>City, State</b>
Beverly Hills	2202 S Cockrell Hill Rd	Dallas, TX
Juanita Craft	3055 Al Lipscomb Way	Dallas, TX
Joel Pool	5521 S Hampton Rd	Dallas, TX
Beechnut	11703 Beechnut St	Houston, TX
De Moss	6500 De Moss Dr	Houston, TX
North Shepherd	7511 N Shepherd Dr	Houston, TX
Oak Forest	2499 Judiway St	Houston, TX

### **Group 2**

<b>Facility</b>	<b>Address</b>	<b>City, State</b>
Mesquite	120 E Grubb Dr	Mesquite, TX

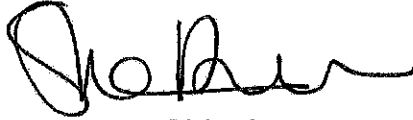
Waxahachie	316 N College St	Waxahachie, TX
Prestonwood	5995 Summerside Dr	Dallas, TX
Farmers Branch	13904 Josey Ln	Dallas, TX
Brookhollow	5055 Norwood Rd	Dallas, TX
University Dallas	5606 Smu Blvd	Dallas, TX
Northaven	2736 Royal Ln	Dallas, TX
Lakewood	6120 Swiss Ave	Dallas, TX
Robert E Price	8135 Forest Ln	Dallas, TX
Preston	8604 Turtle Creek Blvd	Dallas, TX
Willow Place	12955 Willow Place Dr W	Houston, TX
Memorial Park	10505 Town and Country Way	Houston, TX
T W House	1300 W 19 <sup>th</sup> St	Houston, TX
Fairbanks	7050 Brookhollow West Dr	Houston, TX
Medical Center	7205 Almeda Rd	Houston, TX
Almeda	3030 W Fuqua St	Houston, TX
Windmill	9898 Almeda Genoa Rd	Houston, TX
Granville W Elder	Granville W Elder	Houston, TX
Ashford West	12655 Whittington Dr	Houston, TX
William Rice	5201 Wakeforest St	Houston, TX

Enclosed for your review are the following documents:

- USPS PMG DeJoy Local Kit Letter
- USPS Connect Local Bag
- USPS Connect Local Standard Work Instruction (SWI)
- USPS Connect Local Standard Operating Procedures (SOP)
- USPS Connect Local Operational Test Service Talk for All Employees
- USPS Connect Local Sell Sheet
- USPS Connect Local Posters
- USPS Connect Local Locations
- USPS Connect Local Fact Sheet
- USPS Connect Local Frequently Asked Questions
- Program Guide USPS Connect Local

Please contact April Cutchember at 240-321-4768 if there are any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Shannon R. Richardson', with a stylized, cursive script.

Shannon R. Richardson  
A/Director)  
Contract Administration (APWU)

Enclosures



July 16, 2021

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

**Certified Mail Tracking Number:**  
7019 2280 0001 6261 0807

Dear Brian:

This is in further reference to the June 30 notice (enclosed) regarding the Postal Service's intent to test USPS Connect Local, a service for small and micro business customers that ship locally and want same-day or next-day delivery options.

As previously stated, customers at participating locations can utilize the Click-N-Ship application to access the USPS Connect Local option for Parcel Select and Parcel Select Lightweight shipments.

Enclosed for your review are additional Standard Work Instructions (SWIs).

- Connect Local Craft SWI Training Guide
- Connect Local SWI - Carrier
- SWI Connect Local - Clerks
- SWI Connect Local - Retail Associates

Please contact April Cutchember at 240-321-4768 if there are any questions.

Sincerely,

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

Shannon R. Richardson  
A/Director  
Contract Administration (APWU)

Enclosures

# Who will be the “Lone Star” of the “Lone Star State”??

## TEXAS 1

- Brookhollow
- Beverly Hills
- Farmers Branch
- Joe Pool
- Juanita Craft
- Lakewood
- Mesquite
- Northaven
- Preston
- Prestonwood
- Robert E. Price
- University Dallas
- Waxahachie



## TEXAS 2

- Alameda
- Ashford Wes
- Beechnut
- De Moss
- Fairbanks
- Grandville Welder
- Medical Center
- Memorial Park
- North Shepard
- Oak Forest
- TW House
- William Rice
- Willow Place
- Windmill

**Winner**  
Breakfast  
Special guest:  
VP of Retail  
and Post  
Office  
Operations

Who can produce the best  
Connect Local  
Huddle Board?  
Voted on by Senior Leadership HQ Level

The most  
informative

The most  
engaging

The most  
votes

The most  
creative



## Contest Rules:

- ❖ All Submissions must be received by Friday August 20, 2021.
- ❖ All Submissions are to be sent via email to Matt Kucenic [Matthew.Kucenic@usps.gov](mailto:Matthew.Kucenic@usps.gov)
- ❖ No limitations on the creativity of the huddle boards but should include engagement around employee lead generation for the connect local program and daily office performance.
- ❖ The winning office will be announced on Wed 08/25/2021 and a breakfast for the entire office will be scheduled and provided by Headquarters with Mr. Elvin Mercado and team in attendance.

Informational Stand-Up Talk for – August 2021  
Subject: USPS Connect Local Lead Card Inserts

## **EMPLOYEE ENGAGEMENT LEAD CARD INSERTS**

USPS Connect Local is a new service that allows local small businesses to ship to local customers quickly and conveniently by dropping their shipments for their customers directly at their local delivery Post Office.

It is very important that we make all small businesses aware of this new service offering that can help reduce costs and provide same or next day delivery to their local customers allowing them to compete with the larger businesses in their communities.

To help you with holding these key conversations, a new Lead Card Insert has been created that speaks directly to the features and benefits of the USPS Connect Local service. Please place an insert in each Employee Engagement Lead Card so that you always have the information with you and are ready to speak on the new USPS Connect Local service.

### **PARTNER WITH USPS TO GAIN A LOCAL ADVANTAGE**

Meet your growing customer demand for local-to-local and affordable same-day and next-day deliveries!

Through this program, businesses like yours can save time and money by bringing prepaid labeled packages directly to the back docks of participating postal facilities that deliver to your local customers. This program is available through a confirmed agreement to the program terms.<sup>1</sup> Ask your carrier to have someone contact you about requirements and participating locations.

1. Participation in USPS Connect Local requires agreement to program terms and entry of packages close to final destination. Same day/next-day delivery is expedited but not guaranteed. Next-day delivery may be impacted by holidays. Additional restrictions may apply.


### **USPS CONNECT LOCAL™**

**Enroll and accept the program terms now for:**

- Same-day or next-day delivery for your customers<sup>1</sup>
- Competitive pricing with helpful tools and services included
- Convenience for your employees
- Dedicated customer support for any questions or issues
- Complimentary shipping bags that are easy to request

Complete the attached lead card and return it to your USPS<sup>®</sup> carrier or nearest Post Office<sup>™</sup> location to have a USPS representative contact you.

Visit [uspsconnect.com/local](https://uspsconnect.com/local) for more information.

 **UNITED STATES  
POSTAL SERVICE®**

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Please leave this insert with the customer as a leave behind so the customer can have something to reference while waiting for a Sales team member to contact them. Even if you've already met with a customer about USPS Services in the past, let them know about USPS Connect Local. It might be just what they are looking for.

**#LEADtheWAY, Submit a LEAD TODAY**

**Thank you for your on-going support of your  
Employee Engagement Lead Programs**



# PARTNER WITH USPS TO GAIN A LOCAL ADVANTAGE

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1. Participation in USPS Connect Local requires agreement to program terms and entry of packages close to final destination. Same-day/next-day delivery is expected but not guaranteed. Next-day delivery may be impacted by holidays. Additional restrictions may apply.

# USPS CONNECT LOCAL™

**Enroll and accept the program  
terms now for:**

- Same-day or next-day delivery for your customers<sup>1</sup>
- Competitive pricing with helpful tools and services included
- Convenience for your employees
- Dedicated customer support for any questions or issues
- Complimentary shipping bags that are easy to request

Complete the attached lead card and return it to your USPS® carrier or nearest Post Office™ location to have a USPS representative contact you.

Visit [uspsconnect.com/local](https://uspsconnect.com/local)  
for more information.



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