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January 13, 2021

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

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Dear Brian:

As a matter of general interest, the Postal Service intends to conduct 607 Level 3 Function 4 reviews and 8,772 modified Level 2 Function 4 reviews in offices across the country.

The subject reviews are expected to commence in late January and conclude in late May.

There will be no change to the way Level 3 Function 4 reviews are conducted. However, the Postal Service will conduct modified Level 2 Function 4 reviews, which will consist of virtual desk audits of the offices being reviewed.

Enclosed on compact disc is a list of offices where the Postal Service intends to conduct the subject reviews. Please note that the information contained in the enclosed list is subject to change.

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

Sincerely,

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

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

Enclosure