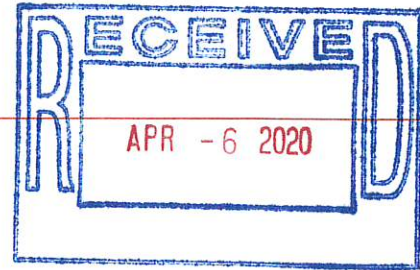


LABOR RELATIONS



April 2, 2020

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

Dear Brian:

As a matter of general interest, the Postal Service is revising the *Postal Operations Manual* (POM) Section 632.622.a.

The purpose of this revision is to update the POM Section 632.622 regulations for the "Location and Arrangement" of receptacles installed in all new or remodeled apartment houses. The approved ratio of parcel lockers related to the customer mail compartments is changing from one parcel locker for each 10 customer mail compartments to one parcel locker for each five mail compartments.

Enclosed find copies of the final draft ELM, Section 632.622.a, one with the changes identified and one with the final language.

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

Sincerely,

A handwritten signature in blue ink, appearing to read "David E Mills".

David E Mills
A/Manager
Labor Relations Policies and Programs

Enclosure

632.622 **Location and Arrangement**

Regulations for the location and arrangement of receptacles are subject to Postal Service approval as follows:

- a. All new or remodeled apartment houses can only install USPS-approved 4C equipment. When installing this equipment, a requirement is to have at least one parcel locker for every ~~40~~5 customer mail compartments. For those buildings with a minimum of ~~40~~five (5) mail compartments, there must be at least one (1) parcel locker installed.

632.622 **Location and Arrangement**

Regulations for the location and arrangement of receptacles are subject to Postal Service approval as follows:

- b. All new or remodeled apartment houses can only install USPS-approved 4C equipment. When installing this equipment, a requirement is to have at least one parcel locker for every 5 customer mail compartments. For those buildings with a minimum of five (5) mail compartments, there must be at least one parcel locker installed.