

AUG 06 2021

LABOR RELATIONS



July 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 8965

Dear Brian:

This is in further reference to the Postal Service's May 4 correspondence (copy enclosed) concerning production of a video designed to highlight the pitfalls of improper mail preparation prior to departure from a delivery unit and upon arrival at a mail processing facility.

The enclosed thumb drive contains the final version of the subject video.

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  
Director  
Contract Administration (APWU)

Enclosures



May 4, 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 6260 4516

Dear Brian:

As a matter of general interest, the Postal Service plans to film a video designed to highlight the pitfalls of improper mail preparation prior to departure from a delivery unit and upon arrival at a mail processing facility.

The video is tentatively scheduled to be filmed on May 5 at the Merrifield, Virginia Post Office and Processing and Distribution Center.

Enclosed is a final version of the video script. Employees participating in the video as actors will do so on a voluntary basis.

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  
A/Manager  
Contract Administration (APWU)

Enclosure