

VICE PRESIDENTS, AREA OPERATIONS  
MANAGER, CAPITAL METRO OPERATIONS  
NALC NATIONAL BUSINESS AGENTS

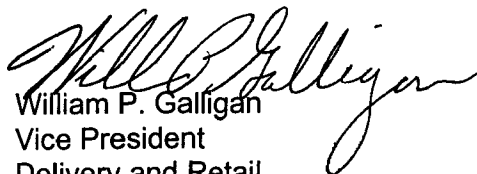
SUBJECT: City Letter Carrier Training Program


The Postal Service and the National Association of Letter Carriers, AFL-CIO (NALC) have jointly developed a new city letter carrier training program for Carrier Academies. Course 44502-00, developed with valuable input from stakeholders, is ready to be deployed. Copies of the new training materials are enclosed.

The quality and content of training developed by the NALC and Postal Service team members will add value to our delivery operations. It is our expectation that you will work cooperatively to ensure that local instructors are selected and trained by the area trainers developed for this purpose. These area trainers were selected with input from the NALC, and have been certified to train Carrier Academy instructors.

The program will enhance our ability to train and retain the maximum number of newly-hired city letter carriers during their probationary period as well as be a valuable subject matter resource for field use. To ensure it continues to add value after implementation, we will jointly review and update the program annually so the content remains current with operational requirements and changes in delivery procedures.

We are confident that this new training product will provide the best opportunity for ensuring that our newly-hired city letter carriers are well-prepared to join our highly motivated, service-oriented delivery workforce.

  
William P. Galligan  
Vice President  
Delivery and Retail  
U.S. Postal Service

  
Fredric V. Rolando  
Director of City Delivery  
National Association of Letter  
Carriers, AFL-CIO

Enclosures

Date January 28, 2005