



March 3, 2021

OFFICERS

SUBJECT: Transforming the Postal Service—Restructuring Update

Last fall, we initiated a series of phased organizational changes to improve our ability to implement strategies and drive success by creating three core business functions and centralizing the administrative support functions at the area and district level into Headquarters. We further aligned the core business functions into four areas within Retail and Delivery Operations and two regions within Logistics and Processing Operations.

Centralizing the administrative support functions enables the Headquarters organization to focus on strategy and planning, while Retail and Delivery Operations areas, and Logistics and Processing Operations regions focus on operational execution.

The next phase of our organizational restructuring includes a district consolidation plan, centralization of Area and District Marketing functions, and realignment of the Logistics and Processing Operations divisions:

- **District Consolidation Plan:** The existing 67 districts will be consolidated to 50 districts. New district territories will closely align to state boundaries. Districts will align with the communities we serve and provide familiar boundaries for employees, customers and stakeholders.
- **Centralization of Marketing functions:** The Marketing functions previously performed at the Area and District levels will be centralized into the Chief Customer and Marketing organization, including Consumer and Industry Affairs and the Bulk Mail Entry Units (BMEUs). In May, the District Retail function will be centralized into the Headquarters Retail and Delivery function. In the interim, the Retail teams will be assigned to one of the 50 District Managers.
- **Realignment of Logistics and Processing Operations:** To ensure alignment between Retail and Delivery Operations, and Logistics and Processing Operations, a thirteenth division will be created. Processing Operations is organized into two regions, each geographically aligned with two retail and delivery areas; and divided into six or seven divisions for a total of 13 divisions. Logistics is organized into four regions, each geographically aligned to one retail and delivery area; and divided into three or four divisions for a total of 13 divisions. No divisions or regions will span across more than one area.

New territory maps and lists of districts and divisions are depicted in the attachment.

As a part of our reduction-in-force (RIF) avoidance activities, we are offering a Voluntary Early Retirement (VER) option to most eligible non-bargaining employees at Headquarters, Headquarters-related, area and district offices. The VER offer will not be incentivized.

The VER offering provides an option for our employees to consider as we move through this phase of our organizational restructure. Below are the key dates for the VER offering; additional information is available on the [VER webpage](#) through LiteBlue:

- VER Mailings: March 2, 2021
- VER Acceptance/Irrevocability Deadline: April 16, 2021
- VER Effective Date: April 30, 2021

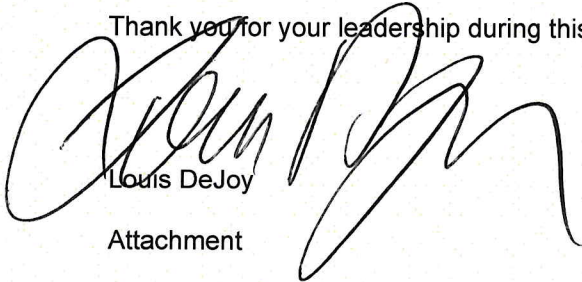
Over the next two months, we will be engaged in specific activities to complete the staffing changes for the final phase of our restructure. The announcement of the final structure and staffing is planned for May 2021.

We will continue to provide regular and ongoing messages about these organizational changes. In addition, we have created new webpages on our Blue and LiteBlue platforms that provide information to our employees regarding our organizational changes.

On the Preparing for Change—Employee Support page you will find information about the organizational change, including timelines, guidance for leading and navigating change, career planning resources, and VER and general retirement information.

These organizational changes will strengthen our mission and commitment to serve the American people by improving efficiency and streamlining decision making throughout the organization. By bringing better operating and business strategies along with greater investment, we can strengthen our public service mission, achieve service excellence, and place the Postal Service on a path toward financial sustainability.

Thank you for your leadership during this phase of our transformation.



Louis DeJoy

Attachment