



February 28, 2006

MANAGERS, DELIVERY PROGRAMS SUPPORT (AREA)
DISTRICT MANAGERS
MANAGERS, OPERATIONS PROGRAMS SUPPORT (DISTRICT)

SUBJECT: 2006 National Rural Mail Count – Carrier Pickup

This memo will serve to clarify several issues related to carrier pickup requests and proper recording of the associated items during the 2006 rural mail count.

A January 11 memo regarding operational issues which may arise during the 2006 mail count included the following information on carrier pickup:

"As has been the practice during the most recent mail counts, rural carriers who perform the duties associated with carrier pickup requests will continue to receive the appropriate compensation as outlined in the April 8, 2004, Memorandum of Understanding and April 15, 2004, Compensation Instructions. This time will **not** be recorded on mail count forms.

In addition, all items accepted/collected as a result of carrier pickup requests and any associated discounts and discount distance will also **not** be recorded on mail count forms."

The "all items accepted/collected as a result of carrier pickup requests," are defined as those Express Mail items, International Mail, Priority Mail, and prepaid ordinary parcels that are associated with the carrier pickup request, regardless of the number of packages annotated on the carrier pickup delivery unit notification form. On occasion, the number of packages on the carrier pickup request form may vary from the actual number of packages available for pickup. The customer may leave a greater or lesser number of packages for pickup than requested, or may have no packages at all, although a request was generated. In all of these instances, the packages are considered a part of the carrier pickup request and should not be recorded on mail count forms.

Should the customer leave ordinary letter and flat size mail for the carrier in addition to the items associated with the carrier pickup request; these items should be appropriately recorded in *Column N – Letters and Flats Collected*.

There have also been inquiries regarding the handling of International Mail that may be included in a carrier pickup request. Any additional handling of International Mail, such as round dating of customs declarations, determining service requirements, etc; are not tasks that should be performed by the rural carrier. Therefore, there is no additional time to be recorded on mail count forms.

If there are any questions, please contact the Area Delivery Programs Support staff.


Patrick S. Conrad
Manager
Rural Delivery

cc: Mr. Daigneault

475 L'ENFANT PLAZA SW
WASHINGTON DC 20260
WWW.USPS.COM