

LABOR RELATIONS



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May 4, 2007

Mr. Ted Keating
President
National Association of Postal
Supervisors
1727 King Street Suite 400
Alexandria, VA 22314-2753

Dear Ted:

As a matter of general interest, we have enclosed a proposed draft revision to Methods Handbook M-41 *City Delivery Carriers Duties and Responsibilities*, Section 241.32 Duration, regarding PS Form 3982, *Change of Address*.

This change is being made to enhance the use of Postal Automated Redirection System 3982 labels and PS Form 3982. The PS Form 3982 labels will now be lined out after six months from the end of the month in which the change becomes effective.

The following is enclosed herewith:

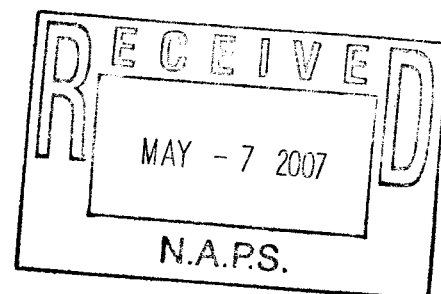
- A copy of the final draft of the Methods Handbook M-41 *City Delivery Carriers Duties and Responsibilities*, Section 241.32 Duration.
- A copy of the final draft with changes identified, showing language added or moved, and the new location of the language moved.
- A copy of the original language.

If you have any questions concerning this matter, please contact Bill Jones at (202) 268-3631.

Sincerely,

Alan S. Moore
A/Manager
Labor Relations Policy and Programs

Enclosure



ATTACHMENT

M-41, City Delivery Carriers Duties and Responsibilities

Original Language

241.32 Duration

241.321 Address changes entered on Form 3982 are good for 90 days from the end of the month in which the change becomes effective; except temporary changes are canceled when customer returns or at the expiration of one year. After deadlines, line out expired order so that the change is still legible.

Final Draft Copy with Summary of Changes Marked-up

241.32 Duration

241.321 Address changes entered on Form 3982 are good for ~~90 days~~ **18 months and will be lined out six (6) months** from the end of the month in which the change becomes effective; except temporary changes are canceled when customer returns or at the expiration of one year. After deadlines, line out expired order so that the change is still legible.

Final Copy

241.32 Duration

241.321 Address changes entered on Form 3982 are good for 18 months and should be lined out six (6) months from the end of the month in which the change becomes effective; except temporary changes are canceled when customer returns or at the expiration of one year. After deadline, line out expired order so that the change is still legible.