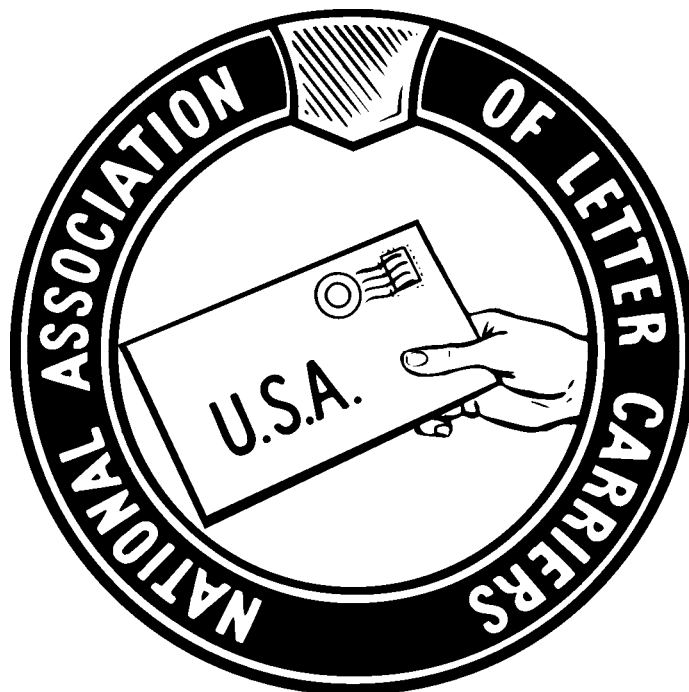


NATIONAL ASSOCIATION OF LETTER CARRIERS

Revisions to the M-39 after March 18, 2004

Source: Postal Bulletins

6/8/2012



This may not contain all of the revisions to the M-39 after March 18, 2004.

Collection Test Frequency

Effective immediately, Handbook M-39, *Management of Delivery Services*, is revised to reflect the use of scanning devices to identify collection activities. The reason for the change is that the information collected by these devices assists the Postal Service™ in monitoring the collection boxes. District managers should be sure all delivery unit managers know of these changes.

We will incorporate these revisions into the next printed edition of Handbook M-39 and into the online version available via the Postal Service PolicyNet Web site at <http://blue.usps.gov>; click on *More References*; then *Manuals*.

Handbook M-39, Management of Delivery Services

1	Administration of City Delivery Service	*	*	*	*	*
13	Analyzing Operations	*	*	*	*	*
133	Collection Service	*	*	*	*	*

133.2 Tests

* * * * *

133.22 Frequency

[Revise text to read as follows:]

133.221 Quarterly collection test requirements will be administered as follows:

- a. City delivery locations where all collection points are routinely scanned every day may, at management’s option, suspend all manual collection test procedures as long as the daily scanning of these points continues. The daily scanner history detail report will serve as supporting documentation in place of the manual tests.
- b. City delivery locations where all collection points are not routinely scanned every day must continue to conduct the quarterly collection tests as outlined in sections 133.222 through 133.282.

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— *Delivery Support,
Delivery and Retail, 3-18-04*