

**American Postal Workers Union, AFL-CIO**

1300 L Street, NW, Washington, DC 20005

William Burrus
Executive Vice President
(202) 842-4246

May 26, 1999

Dear Mr. Sgro:

In further response to my inquiry of May 10th regarding the solicitation of postal employees at their place of employment, I am enclosing a copy of the letter forwarded to postal employees. This solicitation was sent to thousands of employees across the country. It is apparent that the sender was provided the mailing address of employees and contrary to the information in your response of May 24, 1999, it was received at their place of employment. I do not know the reference of the identification number used and whether or not it includes the employees' Social Security numbers.

National Executive Board
Moe Biller
President

William Burrus
Executive Vice President

Robert L. Tunstall
Secretary-Treasurer

Greg Bell
Industrial Relations Director

C. J. "Cliff" Guffey
Director, Clerk Division

James W. Lingberg
Director, Maintenance Division

Robert C. Pritchard
Director, MVS Division

Please inform of the postal policy regarding access to the name and work location of postal employees to commercial enterprises and the legitimacy of them sending correspondence to employees at their work location.

Thank you for your attention to this matter.

Regional Coordinators
Leo F. Persalls
Central Region

Jim Burke
Eastern Region

Elizabeth "Liz" Powell
Northeast Region

Terry Stapleton
Southern Region

Raydell R. Moore
Western Region

Sincerely,

William Burrus
Executive Vice President

Mr. Peter A. Sgro
Contract Administration
475 L'Enfant Plaza, SW
Washington, DC 20260-4100

WB:rb
opeiu#2
afl-cio

Bulk Rate
U.S. Postage
PAID
Card Center

First USA Platinum MasterCard® *for*
POSTAL SERVICE PROFESSIONALS



FREE Carafe

see details inside ...

3.9%
Fixed Introductory APR

- No Annual Fee
- Credit line up to \$100,000
- Balance Transfer Savings

#BYNJSCZ

#637212141682#

Mr. Michael E. Gunter

1301 E. Main St.

Carbondale, IL 62901-9998



LABOR RELATIONS



May 24, 1999

Mr. William Burrus
Executive Vice President
American Postal Workers
Union, AFL-CIO
1300 L Street, NW
Washington, DC 20005-4128

Dear Bill:

This letter is in reference to your correspondence to Anthony J. Vegliante, Vice President, Labor Relations, dated May 10. The correspondence concerned a mailing to employees at the address of their employment by a private credit card company. You specifically questioned the process by which the mailer was able to receive the personal information of postal employees and make the solicitation

Though your inquiry did not provide specific information about where or when this solicitation occurred, the following is provided to respond to your inquiry. The Postal Service is required by the Freedom of Information Act (FOIA), postal regulations implementing the FOIA (Administrative Support Manual 352.416) (copy enclosed), and legal precedent to provide public information about our employees. However, requesters who are given information are advised that employees must not receive personal mail at their place of employment, and mail that is addressed to an employee at a postal facility and is intended for the employee personally can be refused, but must not be opened.

If there are any questions concerning this matter, please contact Curtis Warren of my staff at (202) 268-5359.

Sincerely,

A handwritten signature in black ink, appearing to read "Peter A. Sgro", written over the printed name.

Peter A. Sgro
Acting Manager
Contract Administration (APWU/NPMHU)

Enclosure

**American Postal Workers Union, AFL-CIO**

1300 L Street, NW, Washington, DC 20005

William Burrus
Executive Vice President
(202) 842-4246


May 10, 1999

Dear Tony:

I have been made aware that a private credit card company has been provided access to the USPS mailing address and has made a mailing to postal employees at the address of their employment. This specific solicitation was made by Postal Service Professionals for a Platinum Master Card. This is to inquire as to the process by which the mailer received the personal information of postal employees to make this solicitation.

Thank you for your attention to this matter.

Sincerely,


William Burrus
Executive Vice President

National Executive Board

Moe Biller
President

William Burrus
Executive Vice President

Robert L. Tunstall
Secretary-Treasurer

Greg Beil
Industrial Relations Director

C. J. "Cliff" Guffey
Director, Clerk Division

James W. Ljungberg
Director, Maintenance Division

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Regional Coordinators

Leo F. Persails
Central Region

Jim Burke
Eastern Region

Elizabeth "Liz" Powell
Northeast Region

Terry Stapleton
Southern Region

Raydell R. Moore
Western Region

Mr. Anthony J. Vegliante
Vice President
USPS Labor Relations
475 L'Enfant Plaza, SW
Washington, DC 20260

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opeiu#2
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- e. Materials listed in the public index that were created on or after November 1, 1996, also will be available in electronic format at the Postal Service's World Wide Web site at <http://www.usps.com>.

352.416 Listings of Employees' Names

On written request, the Postal Service provides, to the extent required by law, a listing of postal employees working at a particular postal facility (but not their home addresses or Social Security numbers). In all instances of requests for a listing of postal employees, the Postal Service Freedom of Information/Privacy Acts officer is deemed to be the custodian.

352.417 Congressional Requests

If the request is:

- a. *On Behalf of Congress Through Committee or Subcommittee.*
Disclosure is the general rule. In most cases, only the interposition of Executive privilege could justify nondisclosure. Seek advice of counsel.
- b. *Not on Behalf of Official Congress Committee or Subcommittee.*
Process as a request from any person under the regulations in this subchapter. Forward all requests for nonpublic records from individual members of Congress not acting on behalf of a committee or subcommittee to:

VICE PRESIDENT LEGISLATIVE AFFAIRS
UNITED STATES POSTAL SERVICE
475 L'ENFANT PLAZA SW
WASHINGTON DC 20260-3500

352.42 Records Not Subject to Mandatory Public Disclosure

Certain classes of records are exempt from mandatory disclosure under exemptions in the *Freedom of Information Act* and in 39 U.S.C. 410(c). Under 352.12 as implemented by instructions issued by the records office with the general counsel's approval, the Postal Service exercises its discretion in determining whether the public interest is served by the inspection or copying of records that are:

- a. Related solely to the internal personnel rules and practices of the Postal Service.
- b. Trade secrets, or privileged or confidential commercial or financial information, obtained from any person (see also 352.453 and 352.6).
- c. Commercial information, including trade secrets, whether obtained from a person outside the Postal Service, which under good business practice would not be publicly disclosed. This class includes, but is not limited to:
 - (1) Information about methods of handling valuable registered mail.
 - (2) Money orders records.
 - (3) Technical information on postage meters and prototypes submitted for Postal Service approval before leasing to mailers.
 - (4) Market surveys conducted by or under contract for the Postal Service.