

KNOWLEDGE IS POWER

# K.I.P. CLIPS

EFFECTIVE SERVICE COMMITTEE

## MRS With Extra Services

Merchandise Return Service (MRS) allows a Permit Holder to pay postage on First-Class Mail, Priority Mail, and Package Services parcels that are returned by their customers using an approved MRS label (see DMM 507.10.0). The permit holder also has the option to pay for select Extra Services.

Customers using MRS labels to return packages may also add an Extra Service at their own expense. Customers may add Delivery Confirmation, Insurance,

Registered Mail (for Priority Mail or First-Class Mail), or Return Receipt for Merchandise.

Remind Retail Associates of the following:

- Extra Services are available with MRS.
- Associates should enter "MRS" in the postage section of the Extra Service form.

T.O.T.S

Tools Of the Trade

## Information Works

The USPS Corporate Library is here for you. In addition to a 100,000-volume collection — any of which postal employees can borrow — the library features a large variety of electronic business information databases that you can open using your computer.

Its reference staff is available at 202-268-2904/2905. Contact a reference librarian for information that requires a database search, or if

you want, for articles from an old postal manual or a publication from the library's extensive collection of obsolete postal publications.

Want to borrow a book that is listed in the library's online catalog? Request it using the circulation form on the library's Web site or by calling the reference number. And you can use the library's wide variety of electronic databases to find business

information, current news, or contact information for various government agencies and business associations.

Employees looking to grow professionally can find managerial advice, support and other information from various professional associations and organizations, part of the library's growing list of corporate memberships, on its intranet site at <http://blue.usps.gov/library>.

## Putting Us In The Black

IT will launch one of the largest refreshes of BlackBerry technology ever undertaken. Over the next three months, our ACE II team will replace all 5,400 existing AT&T BlackBerry devices across the enterprise with the new BlackBerry model 8800.

AT&T users will be able to schedule their replacements between Oct. 15 and Dec. 15. These new devices will allow us to deliver more service for less money — including leveraging pooled cell minutes to dramatically cut costs for individuals running over plan.

ISSUE 5

## Blue's Clues



### NAVIGATING THE BLUE PAGE

What does a federal securities law commonly known as SOX have to do with the Postal Service?

Plenty!

With last year's enactment of the Postal Act of 2006, the Postal Service must comply with the Sarbanes-Oxley Act — SOX — by 2010.

SOX is one of the most significant changes to federal securities laws in more than 70 years, holding companies to higher standards of financial reporting, disclosure and internal auditing. The law mandates good business practices and emphasizes responsibility throughout USPS for adhering to policies and procedures that reinforce public trust.

For a SOX Quick Reference Guide go to:

[http://blue.usps.gov/sox/\\_pdf/FinancialAid\\_online.pdf](http://blue.usps.gov/sox/_pdf/FinancialAid_online.pdf)



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