



February 11, 2025

Mr. Mark Dimondstein
 President
 American Postal Workers Union, AFL-CIO
 1300 L Street NW
 Washington, DC 20005-4128

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Dear Mark:

As a matter of general interest, it is the Postal Service's intent to conduct Function 4 reviews at select WestPac Area Post Offices (POs) in fiscal year (FY) 2025 in order to continue to provide reliable and efficient service and to meet the needs of our customers.


As previously explained, the Function 4 reviews will consist of gathering and validating data including a review of workload and staffing, followed by a two-day on-site review to evaluate and identify opportunities for improvement.

Below is an updated listing of the locations and dates of reviews anticipated for FY25:

Site Visit Week	Review Dates	District	Site	Spoke Sites
2/10/2025	2/10-2/13	ID-MT-OR	Salem, Oregon SDC	<ul style="list-style-type: none"> • Salem Branch • Hollywood Annex • Hollywood Station • Keizer Branch • Oak Park Branch • Pringle Park Plaza Station • Vista Station • West Salem Station
2/24/2025	2/24-2/27	CA 4	Irvine, California SDC	<ul style="list-style-type: none"> • University Finance Station • Harvest Station • Northwood Station
3/3/2025	3/3-3/6	CA 3	Oxnard, California SDC	<ul style="list-style-type: none"> • Saviers Station • Federal Building Station
3/17/2025	3/17-3/20	CA 6	Chula Vista, California SDC	<ul style="list-style-type: none"> • East Lake Station • Rancho Del Rey Finance Station
6/23/2025	6/23-7/3	CA 2	Stockton Airport, California SDC	<ul style="list-style-type: none"> • Calaveres Station • Delta Station • East Stockton Station • Hammer Ranch Station • Homestead Station • Stockton Main Office Station • Tuxedo Station • Stockton Post Office
6/23/2025	6/23-7/3	CA 2	Stockton Westlane, California SDC	

Please contact Dion Mealy at 202-507-0193 if you have any questions concerning this matter.

Sincerely,



Shannon Richardson
Director
Contract Administration (APWU)

(CA2023-250)

bcc: Ms. Richardson
Mr. Hensley
Ms. Breslin
Mr. Conway
Mr. Devine
Ms. Dejo-Nicholson
Mr. Duba
Mr. Gavner
Mr. Lloyd
Ms. Miniard
Mr. Nicholson
Mr. Howard
Mr. Shilney
Mr. Elias
Ms. Mealy (CA2023-250)
Mr. Morgan
Mr. Ocasio
Ms. Reeder
HQ Field HR Managers
Mr. Phong Quang
Mr. Bruce Turchiarelli
Ms. Diane Cantrell

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