



July 18, 2006

All Employees
San Francisco Performance Cluster

The leadership of the San Francisco Performance Cluster has reaffirmed its position on violence and inappropriate behavior in the workplace. Enclosed in this mailing is a copy of the Performance Cluster's policy regarding acts of violence and threats of violence in the workplace. The policy states that there will be zero tolerance of acts or threats of violence in our workplace by anyone, craft and management alike. This is not a new policy. In February of 1992, the Postal Service, with many of the employee organizations, initiated a joint statement on violence and behavior in the workplace in the aftermath of the Royal Oak tragedy. "We openly acknowledge that in some places or units an unacceptable level of stress exists in the workplace; that there is no excuse for and will be no tolerance of violence or any threats of violence by anyone at any level of the Postal Service; and that there is no excuse for and will be no tolerance of harassment, intimidation, threats, or bullying by anyone."

We will not tolerate acts or threats of violence in our workplace.

Acts and threats of violence as well as inappropriate behavior in the workplace are some of the most serious and frustrating problems facing the Postal Service today. The incidents of workplace violence in the past have seriously affected the reputation, morale, and credibility of the Postal Service and our employees.

This zero tolerance policy means that each and every act or threat of violence from this day forward, regardless of the persons involved and/or circumstances, will elicit a prompt investigation of facts and an appropriate response to those findings. While certain behaviors can lead to discipline or removal, our emphasis is on providing a safe and healthful workplace environment.

No one should have to work in an atmosphere of fear and intimidation. To those who question our commitment, judge us not on our words but on our actions. We intend to make our work locations a place where inappropriate behavior will not be tolerated.

Handwritten signature of Winifred G. Groux in cursive.

Winifred G. Groux
San Francisco District Manager

Handwritten signature of James L. Larkin in cursive.

James L. Larkin
Senior Plant Manager