



September 3, 2009

**ALL MANAGEMENT ORGANIZATIONS AND UNION PRESIDENTS**

**SUBJECT: 2009 Early Out Incentive Option - Updated Corrected Annuity Estimates**

Corrected annuity estimates are being mailed on September 2-4, 2009 to employees eligible for optional and voluntary early retirements. The annuity estimates mailed on August 25, 2009 contained errors. I have enclosed copies of letters which are being sent to employees. The timeline for expressing interest in the one-time retirement incentive has not changed. Employees must make a decision by September 25, 2009.

There have been inquiries from recent retirees concerning their ability to receive the incentive offer. Corporate Relations developed the following response for the field to use in addressing these inquiries:

"Thank you for your message/inquiry and for your question concerning the current retirement incentive offer. If you are an eligible employee who currently has retirement paperwork filed as of August 24, 2009 with an effective date of August 25, 2009 or later, you may be eligible for the incentive. For more details, visit the "2009 Early Out Incentive Option" website at [liteblue.gov](http://liteblue.gov).

If you were separated from the Postal Service, effective August 24, 2009 or earlier, you are not eligible for the incentive.

The financial situation of the Postal Service continues to worsen and is resulting in even more aggressive steps to match workload with work hours. This incentive is in direct response to the current workload situation and what is expected to be a continuing decrease in mail volume and revenue, a decrease that we did not anticipate or project earlier this year."

Please feel free to share the above message with your constituents.

  
Harriet J. White



September 3, 2009

**SUBJECT: 2009 Early Out Incentive Option – Updated Annuity Estimate**

Enclosed please find an updated annuity estimate which reflects a November 2009 annuity start date based on an October 31, 2009 retirement effective date. **NOTE: The annuity estimate provided in the August 25, 2009 mailing contained two errors: (1) reflected a September 1, 2009 annuity start date, and (2) in some cases, an incorrect Terminal Leave payout.** This updated annuity estimate corrects these errors and provides a revised estimate for your retirement. We apologize for any inconvenience and have moved quickly to correct this important information.

Please carefully review the information in the enclosed updated annuity estimate along with all other information provided as you consider your decision to accept this one-time special retirement incentive option. As a reminder, to take advantage of this offer, you must still notify the Postal Service by September 25, 2009. Employees who have already contacted the HR Shared Service Center and started the process do not need to take any action.

**If you have not already done so, please use one of the following methods to express your interest in this one-time retirement incentive offer as soon as possible but no later than September 25, 2009. You must express your interest by this date to receive the special retirement incentive.**

- Via the internet – Use the following special URL: <https://liteblue.usps.gov/wps/myportal/retirement>. Enter your Employee Identification Number (EIN) and PIN and follow the prompts.
- Fax a request to the HRSSC at 651-994-3547 by September 25, 2009. The request must include your 8-digit EIN, Name, Mailing Address, and Phone Number.
- Call the HRSSC at 877-477-3273, Option 5. Identify yourself as an employee who has received the one-time early out incentive offer, and request a retirement kit.

After your request has been received via one of the 3 options above, you will be mailed an Optional Retirement Kit containing additional forms required to complete the retirement process and the information needed to schedule your group retirement counseling session. You will also receive a Retirement Plan Correction Report showing your creditable service and the corresponding Certified Summary of Federal Service.

No action is required on your part if you are not interested in this offer.

For additional information on the one-time early out incentive, log onto the US Postal Service intranet from a postal computer (Blue) or from a home computer at [www.liteblue.usps.gov](http://www.liteblue.usps.gov). A 2009 Early Out Incentive Option link is provided on the homepages of *Blue* and *LiteBlue*.

Deborah Giannoni-Jackson  
Vice President Employee Resource Management

Enclosure

September 4, 2009

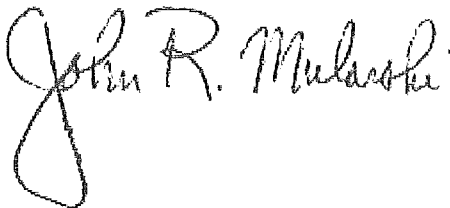
**SUBJECT: 2009 Early Out Incentive Option – Updated Annuity Estimate**

Enclosed please find an updated annuity estimate which reflects a November 2009 annuity start date based on an October 31, 2009 retirement effective date. **NOTE: The annuity estimate provided in the August 25, 2009 mailing erroneously reflected a September 1, 2009 annuity start date.** This updated annuity estimate corrects that error and provides a revised estimate for your retirement. We apologize for any inconvenience and have moved quickly to correct this important information.

This annuity estimate is being sent to you because you appear to be VER eligible as of 10-31-09. Please carefully review the updated annuity estimate which more accurately reflects your monthly annuity based on an October 31, 2009 retirement date and the other information previously provided in the VER kit. This information will assist you with making an informed decision.

If you are covered by the Civil Service Retirement System (CSRS) and under age 55, your annuity reflects a 2 percent reduction for each year (one sixth of one percent for each full month) under age 55. If you are covered by the Federal Employees Retirement System (FERS) with a CSRS frozen component and under age 55, only the CSRS portion of your annuity is reduced by 2 percent for each year under age 55 (one sixth of one percent for each full month). There is no reduction to the FERS component of the annuity.

For additional information on the current VER and the one-time early out incentive, log onto the US Postal Service intranet from a postal computer (Blue) or from a home computer at [www.lifeblue.usps.gov](http://www.lifeblue.usps.gov). VER and incentive links are provided on the homepages of *Blue* and *LifeBlue*.



John R. Mularski  
Manager, Complement, Staffing  
& Field Policy

Enclosure