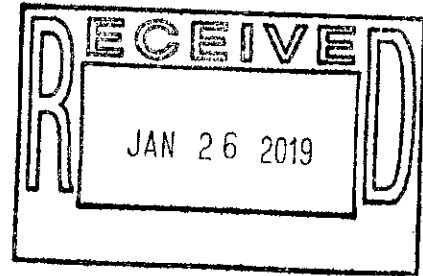




January 22, 2019

Mr. Brian J. Wagner  
President  
National Association of Postal Supervisors  
1727 King Street, Suite 400  
Alexandria, VA 22314-2753



Dear Brian:

As a matter of general interest, the Postal Service has revised the *Purchase Card Program* training course.

The revised course includes an enhanced description of the roles and responsibilities of cardholders and Credit Card Approving Officials (CCAOs) and an explanation of the steps required for establishing an account with US Bank.

We have enclosed a final copy of the revised training course, absent the test material.

The course is currently available in HERO.

Please contact Bruce Nicholson at extension 7773 if you have any questions concerning this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Alan S. Moore".

Alan S. Moore  
Manager  
Labor Relations Policies and Programs

Enclosure