UNITED STATES POSTAL SERVICE

Your Role in Protecting the Security of the United States Mail

As a Postal Service employee you must preserve and protect the security of all mail in your custody from unauthorized opening, inspection, tampering, delay, reading of the contents or covers, or other unauthorized acts. With few exceptions, no one, except those employed by the Postal Service for that purpose (such as in the Dead Mail offices), may break or permit the breaking of the seals of any class mail matter without a federal search warrant, even though it may contain criminal or otherwise nonmailable matter, or would furnish evidence of the commission of a crime. Any postal employee committing or allowing any of these unauthorized acts is subject to administrative discipline and/or criminal prosecution. Mail security instructions are contained in section 115 of the *Domestic Mail Manual.*

Various federal laws provide for criminal penalties for the theft, delay, desertion, destruction, or obstruction of U.S. Mail. Title 18, United States Code, Section 1709, *Theft of Mail Matter by Officer or Employee,* states:

> "Whoever, being a Postal Service officer or employee, embezzles any letter, postal card, package, bag, or mail, or any article or thing contained therein entrusted to him or which comes into his possession intended to be conveyed by mail, or carried or delivered by any carrier, messenger, agent, or other person employed in any department of the Postal Service, or forwarded through or delivered from any post office or station thereof established by authority of the Postmaster General or of the Postal Service; or steals, abstracts, or removes from any such letter, package, bag, or mail, any article or thing contained therein, shall be fined not more than $2,000 or imprisoned not more than five years, or both."

Acknowledgment

I understand that it is my duty to report immediately to my supervisor or to a Postal Inspector any information I may have of any theft, pilferage, unlawful delay of mail, or evidence of intent to commit such a crime. I fully understand that it is a crime, punishable by fine or imprisonment, or both, to knowingly or willfully obstruct or delay the mail, or to steal or attempt to steal mail of any kind, even if it appears to be worthless, or to allow others to do so. My signature below indicates that I have read and fully understand the above and I will comply.

Signature of Employee	Date