

BEFORE THE
POSTAL REGULATORY COMMISSION
WASHINGTON, D.C. 20268-0001

In the Matter of:
Monroe Post Office
Monroe, Arkansas

Docket No. A2011-40

UNITED STATES POSTAL SERVICE NOTICE OF SUPPLEMENTAL FILING
(September 27, 2011)

The Postal Service provides notice that it is filing additional documents to be included in the administrative record in this docket to include a Notice of Post Office Emergency Suspension and Notice to Customers of Suspension. These documents were not included in the administrative record filed on August 12, 2011. While they do not underlie the Final Determination, they provide background information regarding the suspension of operations at the facility.

Respectfully submitted,

UNITED STATES POSTAL SERVICE
By its attorneys:

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Chief Counsel, Global Business

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NOTICE OF POST OFFICE EMERGENCY SUSPENSION

A. Suspended Office

Name: MONROE State: AR Zip Code: 72108
Area: SOUTHWEST District: ARKANSAS PFC
Congressional District: AR01 County: MONROE
EAS Grade: 55 Finance Number: 045868
Post Office: [checked] Classified Station [unchecked] Classified Branch [unchecked] CPO [unchecked]
Effective date of suspension: 08/05/2011 Date CPO Established: []

Justification (specific reason(s) for suspension):

Postmaster retired 11/30/2010. PMR/OIC resigned 08/04/2011. Unable to find a replacement

Alternate Service Provided (i.e. rural delivery to roadside mailboxes, CBUs, ect.):

52 PO Boxes moved to Brinkley

Effect on Employees (include Career/Noncareer Employees):

no employees at the Monroe Post Office

Hours of Operation:

Retail Hours Saturday 08:30 - 12:00 Monday - Friday 08:30 - 15:00

(Include lunch break)

Lobby Saturday 8:30 to 12:00 Monday - Friday 8:30 to 15:00

0 General Deliveries

52 Post Office Box

0 City Delivery

0 Rural Route

Highway Contract Route (HCR)

Intermediate Rural Route

Intermediate HCR

Total Customers

B. Administrative Office

Name: State: AR Zip Code: 72021

EAS Grade: Finance Number: 041251 Miles Away:

PO Boxes Available:

Hours of Operation

Retail Hours Saturday Monday - Friday

(Include lunch break)

C. Nearest Office

Name: State: AR Zip Code: 72021

EAS Grade: Finance Number: 041251 Miles Away:

PO Boxes Available:

Hours of Operation

Retail Hours Saturday Monday - Friday

(Include lunch break)

D. Postmaster Organization Notification:

Notified: YES NO Date of Notification:

E. Plan of Action (HQ must be notified with 90 days):

Prepared by: Jackie Stubitsch Date: 08/04/2011

Title: ARKANSAS PFC Post Office Review Coordinator

Tele No: (501) 228-4171 Fax No: (650) 577-5059

Approved By: _____

Date _____

DAVID CAMP
DISTRICT MANAGER
ARKANSAS PFC

Tele No: (501) 228-4100 Fax No: (501) 228-4105

cc: Area PO Review Coordinator

*District PO Review Coordinator
Nation League of Postmasters
National Association of Postmasters of the United States*





09/21/2011

This letter replaces and corrects the letter the Postal Service delivered to you on August 4, 2011 concerning the MONROE Post Office. The MONROE Postmaster retired on 11/30/2010. A noncareer PMR from the office has served as the officer-in-charge since that time. PMR/OIC resigned 08/04/2011. The Postal Service was unable to find a replacement. Therefore, it will be necessary to suspend services at the MONROE at the close of business on 08/04/2011. The Postal Service previously posted a Final Determination to close the Monroe AR Post Office and Establish Service by Rural Route Service on June 30, 2011.

PO Box service will be available from the Brinkley Post Office. Street delivery is already provided by the Brinkley Post Office. Please contact the postmaster of the BRINKLEY for advice regarding the potential placement of mailboxes. Customers presently receiving rural delivery will not experience a change in service, with the possible exceptions of picking up parcels and accountable mail at the BRINKLEY that the carrier was unable to deliver. MONROE route customers will continue to use MONROE AR 72108 as their last line of delivery.

Rural delivery is particularly beneficial to senior citizens, people with disabilities, and working people because no one has to pick up the mail from the post office. You will have 24-hour access to your mail. In addition, the rural carrier can provide all the retail services provided at the MONROE. Enclosed is information about some of the services available from the carrier. Most transactions do not require meeting a carrier at the mailbox. Stamps By Mail order envelopes and Money Order Application forms are available for your convenience; or you may place a note in the mailbox, with payment, and the carrier will provide the requested services. When an accountable item requiring a signature, such as a certified letter, cannot be delivered on the first day, the carrier will return the item to the BRINKLEY. You may pick up the article at the BRINKLEY, request redelivery on another day convenient for you, or authorize the carrier to deliver the item to another person.

Customers who wish to obtain Post Office box service may do so at the Brinkley Post Office, located 14.0 miles away. The BRINKLEY has 24-hour lobby access for customer convenience. Window service hours at BRINKLEY are 9:00 - 5:00 Monday through Friday and 9:30 - 11:30 on Saturday. Post Office boxes are available at this location. If applicable, Post Office Box refunds can be received at the MONROE PO.

Retail services are also available at the BRINKLEY Post Office, located 14.0 miles away. Window service hours at BRINKLEY are from 9:00 - 5:00, Monday through Friday, and 9:30 - 11:30 on Saturday. Post Office box lobby hours are 24 hrs

If you have any questions concerning the placement of rural mailboxes or the services available to you through the rural carrier, please contact the BRINKLEY postmaster.

I realize with change there is always concern. A final decision to permanently discontinue the Post Office has been made. We are confident that carrier delivery will continue to provide MONROE customers with effective and regular postal services.

Sincerely,

LISSE FISH
Manager, Post Office Operations

cc: Postmaster BRINKLEY
Post Office Review Coordinator