



## Special Update from the U.S. Postal Service

November 15, 2013

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USPS Suppliers,

You are receiving this newsletter from the Postal Service as you have registered your interest to do business with the Postal Service or your e-mail is on file as a point of contact for a current or past contract. Please share this newsletter with your colleagues within your company as it contains important supplier related information about the Postal Service.

As part of our communications plan to keep our suppliers fully informed of all major initiatives affecting them, please see the recently released information from the U.S. Postal Service.

**This issue is simultaneously being sent to USPS Supply Management employees for their information.**

Thank you!

## USPS Financial System Upgrade is Underway

*Improving for the Future*



The upgrade to the USPS National Financial System will start the morning of November 16, 2013. The upgrade is scheduled to be completed on November 20. All operational systems that send invoice files to the Financial System will continue to process files and send them to the Financial System during the upgrade. The Financial System will queue the files during the upgrade. Once the upgrade is complete, all queued files will be processed. Upon successful completion of the upgrade, one additional business day will be needed to fully

process the backlog of transactions that will develop during the upgrade. All processing is expected to be back to normal by November 21, 2013.

We will keep you posted on our progress. Thank you for your patience and support during this upgrade process.

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A self-supporting government enterprise, the U.S. Postal Service is the only delivery service that reaches every address in the nation — 152 million residences, businesses and Post Office™ Boxes. The Postal Service™ receives no tax dollars for operating expenses and relies on the sale of postage, products, and services to fund its operations. With more than 31,000 retail locations and the most frequently visited website in the federal government, [www.usps.com](http://www.usps.com), the Postal Service has annual revenue of more than \$65 billion and delivers nearly 40 percent of the world's mail. If it were a private sector company, the U.S. Postal Service would rank 42<sup>nd</sup> in the 2012 Fortune 500. The Postal Service has been named the Most Trusted Government Agency for seven years and the fourth Most Trusted Business in the nation by the Ponemon Institute.

**ARE YOU REGISTERED TO DO BUSINESS WITH THE U.S. POSTAL SERVICE?**

More than 11,000 suppliers have registered since our launch of the Supplier Registration site in July 2009.

All suppliers interested in doing business with the U.S. Postal Service should register their company in the Postal Service Supplier Registration system.

For more information, please go to <http://about.usps.com/suppliers/becoming/registration.htm>.

**CONTACT US!**

We value your questions and feedback to this newsletter. Please feel free to reply to this message with your feedback or mail to:

U.S. Postal Service  
Supply Management Communications  
475 L'Enfant Plaza, SW, Room 1100  
Washington, DC 20260-6201

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