

# Summary of Postal Bulletin Updates June 1999 Through October 21, 1999

## Overall ELM Revisions

Portions of the ELM with substantive changes listed below (other than those listing only exhibit changes) have also been edited throughout. Some material is reworded minimally to clarify meaning and preserve grammatical and stylistic consistency. Typographical, codification, and reference errors are corrected where found. Position and organization titles are updated.

Structural changes have been made to increase the consistency of the presentation. Material may be resequenced, and headings are sometimes added or made more informative. Numbered paragraphs are replaced by paragraphs with headings or subsumed under one heading as a list. The purposes of such change are to make the information easier for the reader to follow, to prepare for eventual indexing, and to contribute to the efficiency of automation that eases the publication of frequent online updates.

Only where they are deemed necessary for clarification are such editorial changes listed by section number in the summary below and marked with a revision bar or made bold in exhibit tables.

Chapters and subchapters currently under revision are indicated by boxed explanations at the beginning of the text in question.

## Revisions Specific to Revised Portions

### Exhibit 417.235, Higher Level Pay

**Exhibit 417.235, Higher Level Pay**, is corrected so that the last sentence of footnote 2, added in error in ELM 14, is deleted.

### Subchapter 670, Diversity, Equal Employment Opportunity, and Affirmative Action

**Subchapter 670** is modified significantly, condensed in some sections and expanded in others to include material found previously published in policy statements and management instructions, and thus it is marked with change bars throughout. Major changes are summarized in the following entries.

**670, Diversity, Equal Employment Opportunity, and Affirmative Action** (formerly **Affirmative Action and Equal Employment Opportunity**), is modified so that the subchapter heading includes “Diversity.”

**671, Overview**, is added to broaden the scope of the subchapter and to focus on managing the diversity of the workforce.

**672, Federal Legal Requirements for Equal Employment Opportunity and Affirmative Action**, brings together statements of legal requirements as

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found in laws, executive orders, EEOC regulations, and Office of Personnel Management guidance.

**673, Policy** (formerly **671.1** and **671.2**), is modified to include a variety of specific commitments to diverse representation in all employee groups and prohibition of discrimination and harassment in addition to general equal employment opportunity and affirmative action goals and to detail employee and management responsibility.

**674, Organizational Responsibilities** (formerly **672**), is condensed to focus on responsibilities of the deputy postmaster general as affirmative employment official for the Postal Service; of Diversity Development, Labor Relations, and Human Resources; and of the Diversity and Affirmative Action Advisory Committees.

**675, Affirmative Action Activities** (formerly **673**), is condensed to avoid superfluous language. (The former **675, Complaint Processing and Appeals**, is deleted.)

**676, On-Site EEO Evaluations** (formerly **674**), is reserved for a section currently under revision.