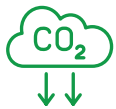# Secure Destruction Service

USPS BlueEarth®

This cost-effective, sustainable, and convenient service enables USPS business customers to manage First-Class Mail® with sensitive information. By securely identifying, sorting, shredding, and recycling Undeliverable-As-Addressed (UAA) First-Class Mail letter- and flat-sized pieces with sensitive personally identifiable information or PII, Secure Destruction helps you protect data and maintain customer trust in your business. This opt-in mail service operates under the protection and supervision of the United States Postal Service.

Environmental Benefits

Estimated carbon emission reduction of 1 metric ton per 25,000 pieces of Return to Sender mail eliminated.

All securely destroyed mailpieces are recycled and reduce the use of natural resources.

Mailer Benefits

Reduction in costs for handling and destroying Return to Sender mail.

Daily automated notifications on the USPS® Electronic Product Fulfillment (EPF) website for enhanced visibility into the process.

Reduced risk of information exposure and improved privacy protection for customers.

Secure Destruction Process

Your mailpieces in the program will be:

1. Tracked via a Secure Destruction Service Type Identifier (STID) you embed in the Intelligent Mail® barcode (IMb).

2. Identified as undeliverable as addressed.

3. Labeled and sorted for Secure Destruction handling rather than being returned to the sender.

4. Manually verified to evaluate that mailpieces are properly marked for Secure Destruction.

5. Destroyed using an industrial cross-cut shredder that conforms to national and international security standards.

6. Recycled.

Once the process is complete, daily electronic reports are available through the USPS EPF website.

Registration Process

1. Register for or use an existing Intelligent Mail barcode (IMb) for Full and Basic IMb letter-sized First-Class Mail service. Visit **postalpro.usps.com/mailing/intelligent-mail-barcode** to learn more.

2. Use an existing SingleSource ACS™ (Address Change Service), OneCode ACS®, or Traditional ACS™ account or visit **postalpro.usps.com/acs/eACS001.pdf** to register a new one.

3. Use existing Electronic Product Fulfillment (EPF) account or visit **epf.usps.gov** to complete an EPF Web Access Request Form.

4. Visit **postalpro.usps.com/node/614** to enroll in the Secure Destruction Mail Service.

5. Reference the guide at **postalpro.usps.com/acs/SDeNotification.pdf** to determine which ACS services are available with a Secure Destruction STID option.

For More Information

Secure Destruction Program Questions: Contact Ron Robbins, Program Manager at ronald.f.robbins@usps.gov.
ACS and Secure Destruction Enrollment and eNotification Questions: Contact the National Customer Support Center at acs@usps.gov.