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MEMORANDUM

Date: May 27, 2003

From: Gene A. Del Polito
President

To: Patrick R. Donahoe, Chief Operating Officer, USPS
Anita Bizzotto, Chief Marketing Officer, USPS

When I contacted Jack in my March 19 letter (a copy of which is attached), I recommended that:

[S]omeone on the headquarters staff be tasked with the primary responsibility for discussing and working through these issues with industry....[I]t will be up to you to determine in whom this responsibility should reside.

Shortly thereafter, Jack informed me that both of you were to be designated as the key contacts for the industry to work through on industry issues concerning flats and the planning of the July 16 flats summit.

Our interest in this matter is *NOT* to impeded whatever work the Postal Service believes it must undertake to improve the cost efficiency and value of its operations and service, but to ensure that this work is done with the customers' primacy in mind. While we believe things have gotten off to a reasonable start, we want to make every effort to ensure that our work together is sufficiently calibrated to avoid missteps and miscommunication.

Consequently, I have been asked to see if both of you could make a meeting of the Flats Summit planning work group for a period of time on Thursday, June 26 in Washington (probably at the offices of Venable, Baetjer Howard and Civiletti at 1201 New York Avenue, NW--or, if it is more convenient, at a USPS meeting room somewhere within postal headquarters).

The purpose for the meeting would be to ensure that all the necessary preparatory work has been moving apace, to discuss any adjustments to the Flats Summit program, and (more importantly) to give you an opportunity to hear first hand some of the concerns and issues that are likely to surface at the Summit.

Please...this will be an *IMPORTANT* meeting. It would be particularly helpful if you could attend a part of this meeting to ensure that things are progressing in a way that can suitably accommodate *your* interests and needs in the Summit.

Please let me know as soon as you can. Perhaps the three of us getting to lunch sometime soon wouldn't be a bad idea either. What do you think? What is your schedule?