

Critical Mail days

The Department of Postal Services is announcing a change in service. Effective immediately, there will be occasional times throughout the year when there will be limited mail delivery (referred to as Critical Mail Days). On Critical Mail Days, mail delivery will be limited to the offices in Old Main. Departments not receiving mail on these days may either pick up their mail in the post office in the afternoon or wait until the next day when regular delivery resumes.

Critical Mail Days are necessary when staffing is limited. For example, reduced delivery would be necessary when bad weather, vacations or illness reduce the number of employees available. This change allows postal services to better manage overtime and additional cost due to using temporary employees. If the need for such a day arose, a mass email would be sent to all employees notifying them of the Critical Mail Day.

Questions regarding this change in service should be directed to Bill Althoff at balthoff@messiah.edu or ext. 3904.