



June 13, 2018

DISTRICT MANAGERS
AREA OFFICE EXECUTIVES
ALL DELIVERY PERSONNEL

SUBJECT: Satchel Use and Dog Bite Prevention

This letter is to advise you we have revised the Satchel Use and Dog Bite Prevention letter dated March 20, 2018. It is expected employees will follow existing postal policy and regulations related to the use of the satchel.

Dog bites and attacks are one of the leading cause of injuries in the Western Area. We have a deep concern that even with escalated communication and training, dog bites and attacks continue to increase in fiscal year 2018. When proactive measures fail, a satchel is an important line of defense against an impending dog attack. A satchel can be used, even when empty as a barrier between our employees and the dog.

The time it takes to grab a satchel is minimal compared to the long-term impact of a severe dog bite. If a dog attack is imminent, the satchel should be placed between the employee and the dog. Be careful not to stumble over objects when retreating.

We want our team members to stay safe throughout the workday. To avoid dog bites, we are encouraging members of our team to utilize a satchel anytime there is a potential for a dog bite to occur. The safety of our employees is essential to our mission, and it's the Western Area's goal to keep everyone safe.

A handwritten signature in blue ink, appearing to read "James Davey". The signature is stylized and somewhat cursive.

James Davey
Manager, Human Resources
Western Area