

Mandatory Stand-Up Talk

Nov. 10, 2014

Notification of USPS Cyber Intrusion and Employee Data Compromise

NOTE TO MANAGERS/SUPERVISORS — BEFORE DELIVERING STAND-UP TALK:

- 1. This Stand-Up Talk is for use to introduce the Postmaster General Video for All Employees. If you do not have video capability, please use the Stand-Up Talk “For facilities where video message is not available for viewing.”**
- 2. Make sure you have enough copies of the 1-page “Employee Handout” to share with every employee after you deliver the stand-up talk.**
- 3. Ensure you have a copy of the “Employee Frequently Asked Questions” to assist you in answering employee questions after the talk.**

Good morning. You’ve probably heard about cyber intrusions in the news lately, at some well-known U.S. companies and government agencies. Recently, the Postal Service learned of a cyber intrusion into some of our information systems as well.

This is difficult news for all of us, and it raises a lot of questions. Here to tell us more about the situation, in a special video message, is Postmaster General Patrick Donahoe.

[**PLAY VIDEO**]

Thanks for your attention to the video. It contains a lot of information, so if you’d like to watch it again on your own, the video is posted on the USPS *Blue* website, available from any postal computer, or on the Postal Service YouTube channel, at “youtube.com/user/uspstv” (YouTube-dot-com, slash user, slash USPS TV).

The Postal Service is doing everything it can under the circumstances. There already have been steps taken to strengthen the security of our systems, and there will be additional measures.

As the Postmaster General explained, you'll soon be getting a personalized letter at your address of record. It will have instructions for you on how to enroll in a free, comprehensive credit monitoring product. It also will have other steps you can take to protect yourself.

Today, I have a handout for you with background about the incident.

The Postal Service Human Resources Shared Services line is available to help with other questions you may have. The number is on the handout.

And, as always, the Employee Assistance Program is available, at *EAP4YOU.com* online, or by phone at 800-327-4968; TTY 877-492-7341.

Thank you for your patience and understanding as we work through this.

NOTE TO MANAGERS / SUPERVISORS —

PASS OUT COPIES OF THE EMPLOYEE HANDOUT, MAKING SURE EVERY EMPLOYEE RECEIVES A COPY.

Here is the handout I mentioned. It contains new information that we have learned since the PMG taped the video. We will continue to give you updates as we learn any additional information.

Let's take a few minutes to read the handout together, and talk about any questions you have.

#