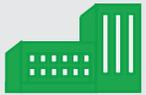


Program Impact



Estimated carbon emission reduction of **1 metric ton** per **25,000 pieces** of carrier delivered Return To Sender (RTS) mail destroyed.



The process takes place **within secure USPS® facilities by Postal employees**, reducing risks of information exposure.



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

Benefits for Registered Mailers



Reduction of in-house costs for handling and destroying Return to Sender (RTS) mail.



Visibility into the process through **daily automated notifications** on the USPS® Electronic Product Fulfillment (EPF) website.



Improvements in **privacy protection for customers**.

A cost effective, secure, and convenient way to manage mail with personal protected information.

Secure Destruction is a part of the USPS® BlueEarth sustainability initiatives. The service securely shreds and recycles letter-size pieces of Undeliverable-As-Addressed (UAA) First-Class Mail® with personal protected information that would otherwise be returned to the sender (RTS). Secure Destruction is an opt-in service that operates under the protection and supervision of the United States Postal Service.

The Secure Destruction Process*



USPS CIOSS Mail Processing
Letter-size First-Class Mail® enters the USPS Combined Input-Output Sub System (CIOSS) processing facility.



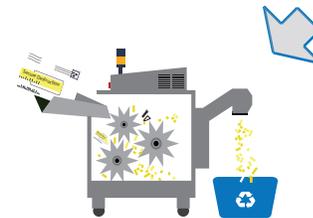
Label and Sort Mailpieces
UAA RTS mail is labeled and sorted for Secure Destruction.



Verify Mailpieces
All Secure Destruction Mail is verified by USPS® employees prior to destruction.



Recycle Shredded Paper
USPS® facilities recycle shredded Secure Destruction mail.



Shred Mailpieces
All verified Secure Destruction mail is fed into an industrial cross-cut shredder at the USPS® facility.



*Daily Electronic Notifications of mailpieces sorted for Secure Destruction can be accessed by registered mailers through the USPS® Electronic Product Fulfillment website.

The Registration Process

Mailers interested in the Secure Destruction Program can complete these steps to register:

1. Use existing or register for an Intelligent Mail® barcode (IMb™) for Full and Basic IMb™ letter-sized First-Class Mail®.
For additional information visit: <https://ribbs.usps.gov/index.cfm?page=intellmailmailpieces>
2. Use existing or register for a SingleSource ACS™, OneCode ACS®, or Traditional ACS™ account.
Not currently registered? Contact acs@usps.gov to set up an account
3. Use existing Electronic Product Fulfillment (EPF) account or complete an EPF Web Access Request Form.
Access the form at http://ribbs.usps.gov/forms/documents/tech_guides/ps5116.pdf
4. Complete the Secure Destruction enrollment form.
Obtain the form by contacting acs@usps.gov
5. After receiving notification of the national launch of the Secure Destruction Service begin using a new Secure Destruction Service Type Identifier (STID).

**Let the Postal Service help you with your sensitive mail.
Register for Secure Destruction today!**