



ARTHUR A. FLETCHER  
516 G STREET SW  
WASHINGTON, DC. 20024  
202-554-0573  
FAX 202-488-9123  
E-MAIL AARTFLETCH@AOL.COM


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Memo:

To: Hermerda Marten/Reddon, Evaluator  
USPS/ OIG Staff

From: Arthur A. Fletcher, Consultant  
RAM, Best Practices Benchmark Study Project,

Subject: Supplement report detailing the plans, strategies and tactics, that were employed by the writer in fulfilling his assignment involving the **Best Practices Benchmark Study Project** that RAM, carried out for the USPS Office of the Inspector General.



This report is necessary because of the special interest expressed about the plan, strategy and tactics I employed to fulfill my assignment as RAM's. Government Relations/ Community Affairs/ Public Relations, Consultant for the USPS, OIG funded minority business opportunity "Best Practices" Benchmark Study Project. As a result I proceeded to do the following; write the attached summery report detailing with my activities only.

To be specific, it contains essential information (documents) that made it possible to accomplish the projects, mission, goals, and objective. The items in question includes copies of letters written to members of congress, copies of letters written to leaders of trade associations, copies of proposed press statements, etc.

These items reveal the reason it was easy to mobilize assistance and secure support from certain concerned members of the congress, trade associations executives, and

corporate government relations officials. The trade and government relations executives in question, are housed in the nation's capitol, and elsewhere in the country.

However, that's not all.. These materials also indicate the approach I used to secure the support, help, etc. from a special class of Fortune 500 Firms; The special class in question are firm's that are included in Fortune Magazines, Top 100 Companies that engage in "Best Practices".

In this case, the term "Best Practices" applies to the recruiting,, hiring, training, developing, up-grading the skills, and promoting women and minorities that are already included in their respective workforces as well as those in the process of becoming employees of such firms.

**However, since OIG's contract with RAM, called for investigating Best Practices regarding contracting with minorities specifically, I concentrated my efforts on the 50 firms that Fortune Magazine, list annually, as engaging in Best Practices as to contracting with minority owned firms in particular.**

For example the letters included in this report reveals the specific approach I used to gain support for the project from certain concerned members of congress. The same applies to letters I wrote to trade associations executive with offices in the nation's capitol. Like wise for corporate government relations agents based in Washington, DC.

In addition it includes information gathered from minority owned firms that contract with big business enterprises that are engage in "Best Practices" .

Although I'll need a few days advance notice, besides being willing, I am eager to discuss the content of this supplemental report with you, the Inspector General, or others in authority on the OIG Staff at your convenience.

The same is true regarding the Post Master General, the Board of Governors, or Senate and House Congressional Committees, with oversight responsibilities pertaining to postal service matters.

My phone number are Office 202-554-0573, and Cell Phone 202-491-7512, and my fax number is 202-488-9123. Please feel free to contact me at you convenience.

As the report will reveal, I enjoyed, actually had fun, carrying out this assignment. Therefore, should the occasion emerge in which you might use my services in the future, I would gladly accept a opportunity to work with the Postal Service's Office of the Inspector General again.

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