

## Postal Inspection Service Awareness

As a member of postal management, you should be fully aware of your responsibility to cooperate and assist in any investigation conducted by postal inspectors.

You must understand that investigations are fact-finding operations and are to protect the sanctity of the mails and the integrity of the Postal Service to provide the best possible service to our customers.

You should ask if you are the focus of an investigation. Be aware that any information you may provide could be used against you.

If you are the focus of an investigation, it is in your best interest to adhere to the following guidelines:

- Request the presence of a NAPS representative.

Branch No. \_\_\_\_\_

President \_\_\_\_\_

Phone No. \_\_\_\_\_

- Ask if you are a suspect in a criminal matter. If so, contact an attorney immediately.
- Do not consent to a search of person or property. Ask to see a search warrant.
- Do not waive any rights, including the right to remain silent.
- Do not sign a waiver-of-rights form, admit or deny any allegations, or make any written or oral statement unless an attorney and/or NAPS representative is personally present.

These are not complete guidelines—always consult with an attorney.