



2020 PCC Leadership and Premier Certificate Awards Programs



United States Postal Service
2019 Premier PCC
Recognition Program
Gold Level Certificate Award

Presented to

Award Nominee

Washington, DC
September 2019

Megan J. Brennan
Postmaster General and CEO





- This webinar is being recorded
- Please place phones on mute
- Please do not place the call on hold; the audience hears the hold music
- Feel free to ask questions and add feedback when directed to do so by the presenter(s) or type it in the chat box at anytime
- The recording and a copy of the presentation will be posted on PostalPro
- For additional information please refer to your HQ Liaison



PCC Recognition Programs

Overview:

- Key Dates for 2020
- 2020 PCC Premier Certificate Awards Program Guide
- Bronze, Silver, and Gold Level Certification Requirements
- 2020 PCC Leadership Awards Program Guide
- PCC Leadership Award Nomination Form Updates

Key Dates for 2020

- Award Nomination Qualifying Period
 - January 1, 2019 through December 31, 2019
- Overlap from 2019 submission
 - January 1, 2019 through May 31, 2019
- Nomination Submission Deadline
 - January 31, 2020
- Award Ceremony
 - 2020 National Postal Forum in Orlando



2020 National Postal Forum
APRIL 26, 2020 8:00 A.M. - APRIL 29, 2020 6:00 P.M.

Marriott World Center
8701 World Center Dr
Orlando, FL 32821
United States
Get Directions

[National Postal Forum Website](#)



More Events



2020 PCC Premier Certificate Award Nomination Form

- Nominations are limited to one award level (Bronze, Silver, or Gold)
- District Manager must sign off on your nomination form
 - Provide supporting documentation and allow enough time to review
- Removed the “red check marks” for HQ Liaison to verify
- Submit your form in BlueShare by January 31, 2020
- Platinum Award will be given to those PCCs that won the Gold award five consecutive times – PCCs do not have to apply for this

Bronze Level Requirements for 2020

PCC Premier Certificate Awards Program

Bronze Level Requirements
2020 PCC Premier Certificate Award Nomination Form
(PCC must self-nominate to qualify.)
Qualifying Period: January 1, 2019 through December 31, 2019
Nomination Form Deadline: January 31, 2020

It is the PCC's responsibility to ensure this nomination is approved by the DM to meet the above deadline.

Name of PCC:
 Point of Contact:
 Phone Number:
 Email Address:
 Dated Submitted:

IMPORTANT: This form **MUST** be approved, signed, and dated by your respective District Manager (DM). Approval includes a review of supporting documentation and verification of each requirement by the DM.

Complete the **2020 PCC Premier Certificate Award Form** located on the PCC BlueShare site, and submit electronically using the PCC BlueShare site only. Place a check mark next to each requirement achieved. <http://ca.blueshare.usps.gov/sites/igo/PostalCustomerCouncil/Premier%20Awards%20Guide%20and%20Forms/Forms/AllItems.aspx>

Administrative Requirements	Achieved
1. Establish a PCC Executive Board that consists of at least a Postal and Industry Co-Chair, Secretary, Postal Administrator, and Treasurer.	
2. PCC events, excluding Executive Board meetings, must be listed on PostalPro through TeamSite. (Minimum of 2) (EX: General membership meetings, trainings, vendor shows, conferences, seminars, etc.)	
Meeting & Education Requirements	
3. Hold a minimum of four Executive Board meetings each year. May be conducted face-to-face or by telecom.	
4. Conduct at least two general membership meetings each year, including educational workshops, etc.	
5. Participate in National PCC Week by hosting an individual or joint event that enables PCC members to view the Postmaster General's message.	
6. Active involvement by the Area Vice President, Area Marketing Manager, Area PCC Coordinator, District Manager, District Marketing Manager or Plant Manager in PCC activities/events via phone or face-to-face. (Minimum of 1 event)	
7. Participate in at least one nationwide PCC telecom/webinar hosted by the PCC Advisory Committee or the National PCC Program Office.	
8. PCC Representative, PCC Postal Co-Chair, or PCC Postal Administrator, or Industry Representative must attend the HQ Liaison Monthly Touch Point calls. (Minimum of 8)	
Communication Requirements	
9. Communicate at least four times with PCC members via U.S. Postal Service mail.	
10. Submit at least one PCC success story for inclusion in the PCC Insider Newsletter. (Send articles to the PCC mailbox at PCC@usps.gov .)	

District Manager's Signature: _____ Date: _____

(By signing this form, you are certifying that the information above is accurate, has been verified, and the requirements have been met by this PCC.)

Notes:

- Have 10 requirements
- Use form dated 9/6/19
- Place a check mark in the achieved column next to each requirement
- Have your District Manager sign and date
- Submit your nomination form in BlueShare

Requirements Revised:

- #1 – Boards consists of: Postal and Industry Co-Chairs, Secretary, Postal Administrator and Treasurer

Silver Level Requirements for 2020

PCC Premier Certificate Awards Program

Silver Level Requirements
 2020 PCC Premier Certificate Award Nomination Form
 (PCC must self-nominate to qualify.)
 Qualifying Period: **January 1, 2019 through December 31, 2019**
 Nomination Form Deadline: **January 31, 2020**

It is the PCC's responsibility to ensure this nomination is approved by the DM to meet the above deadline.

Name of PCC:
 Point of Contact:
 Phone Number:
 Email Address:
 Dated Submitted:

IMPORTANT: This form **MUST** be approved, signed, and dated by your respective District Manager (DM). Approval includes a review of supporting documentation and verification of each requirement by the DM.

Complete the **2020 PCC Premier Certificate Award Form** located on the PCC BlueShare site, and submit electronically using the PCC BlueShare site only. Place a check mark next to each requirement achieved.
<http://ca.blueshare.usps.gov/sites/ipo/PostalCustomerCouncil/Premier%20Awards%20Guide%20and%20Forms/Forms/AllItems.aspx>

Administrative Requirements	Achieved
1. Establish a PCC Executive Board that consists of at least a Postal and Industry Co-Chair, Secretary, Postal Administrator, and Treasurer.	
2. Establish working committees: Education, Membership, and Communication.	
3. Conduct a local PCC recognition program within your PCC.	
4. PCC events, excluding Executive Board meetings, must be listed on PostalPro through TeamSite. (Minimum of 4) (EX: General membership meetings, trainings, vendor shows, conferences, seminars, etc.)	
Meeting & Education Requirements	
5. Hold a minimum of six Executive Board meetings each year. May be conducted face-to-face or by telecom.	
6. Conduct at least four general membership meetings each year, including educational workshops, etc. Two meetings may be a telecom/webinar.	
7. Participate in National PCC Week by hosting an individual or joint event that enables PCC members to view the Postmaster General's message.	
8. Participate in at least two nationwide PCC telecom/webinar hosted by the PCC Advisory Committee or the National PCC Program Office.	
9. Attend the PCC Sunday Session at the most recent National Postal Forum (NPF) – (i.e., attendance by an Executive Board member or designee of the PCC).	
10. Active involvement by the Area Vice President, Area Marketing Manager, Area PCC Coordinator, District Manager, District Marketing Manager or Plant Manager in PCC activities/events via phone or face-to-face. (Minimum of 2 events)	
11. PCC Representative, PCC Postal Co-Chair, or PCC Postal Administrator, or Industry Representative must attend the HQ Liaison Monthly Touch Point calls. (Minimum of 8)	
Communication Requirements	
12. Communicate at least four times with members via U.S. Postal Service mail.	
13. Submit at least two PCC success stories for inclusion in the PCC Insider Newsletter. (Send articles to the PCC mailbox at PCC@usps.gov .)	

District Manager's Signature: _____ Date: _____

(By signing this form, you are certifying that the information above is accurate, has been verified, and the requirements have been met by this PCC.)

- Notes:
- Have 13 requirements
 - Use form dated 9/6/19
 - Place a check mark in the achieved column next to each requirement
 - Have your District Manager sign and date
 - Submit your nomination form in BlueShare
- Requirements Revised:
- #1 – Boards consists of: Postal and Industry Co-Chairs, Secretary, Postal Administrator and Treasurer
 - #8 – Participate in at least two nationwide PCC webinars hosted by the PCC AC committees
 - #13 – Submit two success stories

Gold Level Requirements for 2020

PCC Premier Certificate Awards Program

Gold Level Requirements
2020 PCC Premier Certificate Award Nomination Form
(PCC must self-nominate to qualify.)
Qualifying Period: **January 1, 2019 through December 31, 2019**
Nomination Form Deadline: **January 31, 2020**

It is the PCC's responsibility to ensure this nomination is approved by the DM to meet the above deadline.

Name of PCC:
Point of Contact:
Phone Number:
Email Address:
Dated Submitted:

IMPORTANT: This form **MUST** be approved, signed, and dated by your respective District Manager (DM). Approval includes a review of supporting documentation and verification of each requirement by the DM.

Complete the **2020 PCC Premier Certificate Award Form** located on the PCC BlueShare site, and submit electronically using the PCC BlueShare site only. Place a check mark next to each requirement achieved.
<http://ca.blueshare.usps.com/sites/iso/PostalCustomerCouncil/Premier%20Awards%20Guide%20and%20Form/Form/AllItems.aspx>

Administrative Requirements	Achieved
1. Establish a PCC Executive Board that consists of at least a Postal and Industry Co-Chair, Secretary, Postal Administrator, and Treasurer.	
2. Establish working committees: Education, Membership, and Communications.	
3. Establish and maintain your local PCC website.	
4. PCC events, excluding Executive Board meetings, must be listed on PostalPro through TeamSite. (Minimum of 6) (EX: General membership meetings, trainings, vendor shows, conferences, seminars, etc.)	
5. Mentor a PCC.	
6. Conduct a local PCC recognition program within your PCC.	
Meeting & Education Requirements	
7. Hold a minimum of eight Executive Board meetings each year. May be conducted face-to-face or by telecom.	
8. Conduct at least six general membership meetings each year, including educational workshops. Three may be via telecom/webinar.	
9. Participate in National PCC Week by hosting an individual or joint event that enables PCC members to view the Postmaster General's message.	
10. Participate in at least two nationwide PCC telecom/webinar hosted by the PCC Advisory Committee or the National PCC Program Office.	
11. Attend the PCC Sunday Session at the most recent National Postal Forum (NPF) – (i.e., attendance by an Executive Board member or designee of the PCC).	
12. Active involvement by the Area Vice President, Area Marketing Manager, Area PCC Coordinator, District Manager, District Marketing Manager or Plant Manager in PCC activities/events via phone or face-to-face. (Minimum of 4 events)	
13. PCC Representative, PCC Postal Co-Chair, or PCC Postal Administrator, or Industry Representative must attend the HQ Liaison Monthly Touch Point calls. (Minimum of 8)	
Communication Requirements	
14. Communicate at least four times per year with members via U.S. Postal Service mail.	
15. Submit at least three PCC success stories for inclusion in the PCC Insider Newsletter. (Send articles to the PCC mailbox at PCC@usps.gov .)	

District Manager's Signature: _____ Date: _____

(By signing this form, you are certifying that the information above is accurate, has been verified, and the requirements have been met by this PCC.)

Industry Engagement & Outreach - Marketing September 8, 2019 7

Notes:

- Have 15 requirements
- Use form dated 9/6/19
- Place a check mark in the achieved column next to each requirement
- Have your District Manager sign and date
- Submit your nomination form in BlueShare

Requirements Revised:

- #1 – Boards consists of: Postal and Industry Co-Chairs, Secretary, Postal Administrator and Treasurer
- #10 – Participate in at least two nationwide PCC webinars hosted by the PCC AC committees
- #15 – Submit three success stories

2020 PCC Leadership Awards Guide

- The Leadership Awards have only **ONE winner** for each award category.
- If your PCC won any of these categories, you cannot win that category again – back-to-back years.
- PCCs must meet Premier Program Gold Level requirements to be eligible for PCC of the Year, Metro, Large or Small Market.*
 - **PCC of the Year – Metro Market*** (PCES Post Office) **NEW**
 - **PCC of the Year – Large Market*** (Level 24 to 26 Post Office)
 - **PCC of the Year – Small Market*** (Level 23 Post Office and below)
 - **Mentor of the Year**
 - **District Manager of the Year**

2020 PCC Leadership Awards Guide

Awards are presented at the Bronze, Silver, and Gold levels. A PCC can *only* present one submission for each category. The prior year Gold winner in each award category *IS NOT* eligible for Gold in the current year; however, the PCC is eligible to compete for Silver or Bronze.

- **PCC Industry Member of the Year**
- **PCC Postal Service Member of the Year**
- **PCC Innovation of the Year**
- **Communication Program Excellence**
- **Education Program Excellence**
- **Membership Program Excellence**

*** PCCs cannot submit 2019 write-ups.**

2020 PCC Leadership Nomination Form

PCC Leadership Awards Program

2020 PCC Leadership Award Nomination Form
 For each award category selected, a separate nomination form must be submitted.
Qualifying Period – January 1, 2019 through December 31, 2019
Deadline to submit – January 31, 2020

Award Category (CHECK ONE)	<input type="checkbox"/> PCC Industry Member of the Year <input type="checkbox"/> PCC Postal Service Member of the Year <input type="checkbox"/> PCC Innovation of the Year <input type="checkbox"/> PCC of the Year – Metro Market <input type="checkbox"/> PCC of the Year – Large Market <input type="checkbox"/> PCC of the Year – Small Market	<input type="checkbox"/> Mentor of the Year <input type="checkbox"/> Membership Program Excellence <input type="checkbox"/> Communication Program Excellence <input type="checkbox"/> Education Program Excellence <input type="checkbox"/> District Manager of the Year (NPF must approve nomination)
--------------------------------------	--	--

PCC Name _____
 Name of Individual _____
 Award Nominee _____
 Contact Person _____
 Telephone Number _____ Date Submitted: _____
 Email Address _____

Please note: There is a single-sided limit of two (2) pages not to exceed a total word count of 1000 words. If the 2-page limit is exceeded, you will be disqualified. Submissions must not duplicate prior year's submissions, must be original and unique to the current year, and any duplication will result in a disqualification after January 31, 2020. (Refer to 2020 PCC Leadership Programs Guide page 3.)

Objective – Describe the objective. What was the goal or goals? What did you want to accomplish? Explain in detail why you chose this objective and what were the challenges and desired outcome.

Action – What actions did your PCCs take to complete the objective? What initiatives and innovative approaches were demonstrated?

Industry Engagement & Outreach – Marketing September 4, 2019 9

PCC Leadership Awards Program

Results – What were the results? Did your PCCs accomplish the desired outcome? Include the quantifiable results. Be specific.

Notes:

- Use form dated 9/4/19
- Do not use more than 2-pages, single sided
- Not more than 1,000 words total for Objective, Action, Results and Comments
- One form per award
- Submit through BlueShare BY January 31, 2020
- Winners announced at NPF

Industry Engagement & Outreach – Marketing September 4, 2019 10

HQ PCC Liaisons are:

Area	Name	Email Address
Capital Metro	Judy Caldwell	Judith.R.Caldwell@usps.gov
Eastern	Crystal Essiaw	Crystal.K.Essiaw@usps.gov
Great Lakes	Carter Anderson II	Carter.S.Anderson2@usps.gov
Northeast	Da Shiek Woodard	DaShiek.F.Woodard@usps.gov
Pacific	Lewis Johnson	Lewis.L.Johnson@usps.gov
Southern	Cathy Scocco	Cathy.M.Scocco@usps.gov
Western	Sharon Barger	Sharon.A.Barger@usps.gov



