Bronze Level Requirements



2025 PCC Premier Certificate Award Nomination Form Qualifying Period: January 1, 2024, through December 31, 2024

Nomination Form Deadline: January 31, 2025

Note: The *PCC BlueShare* site will be open for submissions between December 1, 2024 – January 31, 2025. The submission link is: https://ca.blueshare5.usps.gov/sites/igo/pcc/Lists/Premier%20Award%20Submissions/AllItems.aspx.

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

Full Name of PCC: Point of Contact: Phone Number: Email Address: Date Submitted:

IMPORTANT: This form **MUST** be approved, signed, and dated by your respective DM. Approval includes a review of supporting documentation and verification of each requirement by the DM. It is the sole responsibility of the PCC to provide supporting documentation to the DM.

To complete this form, insert an "x" next to the requirement in the **Achieved** column. **After** completion and DM signature is obtained, submit the form electronically using the PCC *BlueShare* site.

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. Minimum of 4 PCC events, excluding Executive Board meetings, must be posted in TeamSite.	
(e.g., Zoom educational events, tours, vendor shows, conferences, membership drives, etc.)	
3. Minimum of 10 postings on PCC Voice.	
4. Minimum of 1 PCC Leadership Award nomination.	
5. Minimum of 10 Postal Administrator Training calls (Open Calls) attended	
Meeting & Education Requirements	Achieved
6. Minimum of 4 Executive Board meetings. May be conducted in-person, virtual, or hybrid.	
7. Minimum of 4 PCC events, excluding Executive Board meetings. (e.g., general membership	
meetings, luncheons, educational training, etc.) May ONLY be conducted individually or jointly with other	
PCCs either in-person, hybrid, or virtual. Cannot use the HQ National Zoom events towards your PCC	
events.	
8. Participate in National PCC Week by hosting an individual or joint event that enables PCC members	
to view the PMG/Executive Leadership Team's corporate message. May be conducted in-person,	
virtual, or hybrid.	
9. Minimum of 1 PCC Event where your guest speaker is one of the following: Area Vice President, Area	
Customer Relations Manager, Area PCC Coordinator, District Manager, Manager Customer Relations,	
Postmaster, BMEU Manager, or Plant Manager. It can be a joint event with other PCCs.	
10. Attend a minimum of 6 PCC virtual educational events hosted by either the National PCC Advisory	
Sub-Committees or the National PCC Program Office.	
11. PCC Executive Board attends a minimum of 8 Area Monthly TouchPoint calls.	
12. Conduct a minimum of 2 (LexisNexis, etc.) PCC Membership outreach/recruitment activity.	
Communication Requirements	Achieved
13. Minimum of 4 times to communicate with PCC members via U.S. Postal Service mail. The G-10	
Permit should be used for mailings.	
14. Minimum of 1 PCC success story for possible inclusion in the PCC Insider Newsletter. (Send article	
to the PCC mailbox at PCCMktg@usps.gov)	

District Manager's Name Printed:	
District Manager's Signature:	Date:
(By signing this form, you are certifying that the information above is accur	ate has been verified, and the requirements have been met by this PCC.)

Customer Outreach November 1, 2023