



## Don't Suppose — Make Sure to Dispose

If you think a record responsive to a FOIA request has been disposed of under a retention schedule or otherwise, check to make sure that's actually happened. A FOIA requester can legally challenge the Postal Service's decision, and if the record is later found not to have been disposed of, this could result in USPS expending additional time and expense to correct the deficiency.

Processing FOIA requests correctly the first time saves the Postal Service time and money.

And that's smart business!