

# POSTAL BULLETIN

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PB 21893—MAY 11, 1995

## MESSAGE FROM THE POSTMASTER GENERAL

### Equal Employment Opportunity, Affirmative Action, and Diversity Policy Statement

The Postal Service has made commitment to employees one of its three corporate goals. As part of our effort to achieve this goal, it is our policy to provide equal employment opportunities to all employees, to respect our differences as individuals, and to take advantage of our diversity to increase job satisfaction and compete effectively in the communications marketplace.

#### Equal Employment Opportunity

Equal Employment Opportunity (EEO) is embodied in our nation's laws. It is illegal to discriminate on the basis of race, religion, color, sex, national origin, age (40 and above), physical or mental disabilities, or in reprisal for participating in protected EEO activity. These laws also provide specific remedies for discrimination.

The Postal Service is unequivocal in its opposition to all forms of discrimination. We are committed to following EEO laws and their application to all employment matters including, but not limited to, recruitment, hiring, training, assignments, promotions, transfers, benefits, and discipline. We maintain a process for addressing and resolving complaints that arise from alleged discriminatory practices with counseling and investigation. It is also our policy to alter work areas and remove barriers as necessary where persons with disabilities are employed or will be employed.

#### Affirmative Action

Affirmative Action and the Affirmative Employment Program are under the umbrella of EEO and are specified in federal regulations and executive orders. They are essential elements of the Postal Service's affirmative action effort. Our goal under affirmative employment is to ensure that our recruitment, retention, and promotion practices effectively draw upon and support the diversity of the communities we serve. To help bring that about, the Postal Service operates special emphasis programs and other affirmative action activities to help ensure that women and minorities are able to compete at all levels of the organization.

#### Diversity

The goal of the Postal Service's Diversity Development functional organization is to build on the strengths of EEO

and affirmative action by promoting an appreciation and understanding of our differences and their importance to our success as an organization. These differences include ethnicity, race, gender, religion, and mental and physical challenges.

Diversity Development plays a role in helping us achieve each of our three corporate goals. By ensuring that we take into account the diverse needs of our customers, we increase customer satisfaction. By reducing barriers to reaching customers, improving the quality of our services, and facilitating supplier diversity, we help lower costs and generate revenues. And by valuing the ideas and perspectives of all postal people and managing our differences more effectively, we strengthen our commitment to employees.

Improving the way we think about and treat each other and our customers will help the Postal Service become a more competitive organization and a better place to work.

#### Responsibility

The Postal Service expects all postal employees to treat each coworker with respect and appreciation. Each of us, in accordance with the laws of this nation, must not practice or tolerate discrimination of any kind.

All executives, managers, and supervisors share in the responsibility of successfully implementing and managing EEO, affirmative action, and diversity in the Postal Service. Managers are expected to develop and empower employees, so that we select the most talented people available for leadership positions and meet both our employment and performance goals.

The vice president of Diversity Development directs the EEO and Affirmative Action Program, and the vice president of Labor Relations oversees EEO complaints processing and compliance.



MARVIN RUNYON  
POSTMASTER GENERAL

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**Latest Quarterly Index:**

PB 21886, 2-2-95

**1994 Annual Index:**

PB 21888, 3-2-95

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## ADMINISTRATIVE SERVICES

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### Revision of Forms 2013 and 2025, and Abolishment of Form 2015

Revised Form 2013, *Sensitive Security Clearance Processing Request* (July 1994), and Form 2025, *Contract Personnel Questionnaire* (April 1995), are available from the material distribution centers (MDCs). The new forms may be requisitioned by using Form 7380, *MDC Supply Requisition*.

Older versions of Forms 2013 and 2025 should no longer be used.

Effectively immediately, Form 2015, *Determination of Need for a Sensitive Clearance* (March 1991), is abolished. Pertinent information contained on Form 2015 has been incorporated into Form 2013.

—Security, Inspection Service, 5-11-95

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ALL MANAGERS AND SUPERVISORS

### Computer Logon IDs

A manager or supervisor of employees or contractors with Postal Service computer logon IDs must ensure that correct security procedures are followed. The manager or supervisor must report any promotion, transfer, suspension, termination, or resignation of such employees that causes reassignment, deletion, or suspension of their computer logon IDs.

Report mainframe logon ID actions, including employees with access to Distributed Data Entry (DDE), on Form 1357, *Request for Computer Logon ID*, to the Manager, Security Branch, Minneapolis Computer Operations Service Center, 1 Federal Drive, Fort Snelling, MN 55111-9340. For additional information, call the Minneapolis Security Branch at 1-612-725-1010.

Report local logon ID actions on Form 1357 to the local computer systems manager or computer systems administrator.

The manager or supervisor supporting the requested action must approve and submit Form 1357 and check "Change" or "Delete" in Box 13a. (See Handbook AS805, Information Systems Security, Section 553.6.)

—Information Systems Security,  
Information Systems, 5-11-95

### Family Leave Poster

Effective immediately, Poster 43 is replaced by WH Publication 1420 (see page 5). Both documents are titled, "Your Rights Under the Family and Medical Leave Act of 1993." WH Publication 1420 is not available in the material distribution centers. Copy page 5 for posting.

Installation heads must ensure that this information is permanently posted in all facilities on bulletin boards where it can be seen readily by employees and applicants for employment. Fines of up to \$100 per day can be levied by representatives of the Wage and Hour Division, Department of Labor, for each facility found not to have the information posted. Copies may not be less than 8 1/2 x 11 inches and must be fully legible.

—Compensation and Benefits,  
Human Resources, 5-11-95

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## Your Rights under the Family and Medical Leave Act of 1993

FMLA requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to "eligible" employees for certain family and medical reasons. Employees are eligible if they have worked for a covered employer for at least 1 year, and for 1,250 hours over the previous 12 months, and if there are at least 50 employees within 75 miles.

**REASONS FOR TAKING LEAVE:** Unpaid leave must be granted for *any* of the following reasons:

- to care for the employee's child after birth or placement for adoption or foster care;
- to care for the employee's spouse, son or daughter, or parent, who has a serious health condition; or
- for a serious health condition that makes the employee unable to perform the employee's job.

At the employee's or employer's option, certain kinds of *paid* leave may be substituted for unpaid leave.

**ADVANCE NOTICE AND MEDICAL CERTIFICATION:** The employee may be required to provide advance leave notice and medical certification. Taking of leave may be denied if requirements are not met.

- The employee ordinarily must provide 30 days advance notice when the leave is "foreseeable."
- An employer may require medical certification to support a request for leave because of a serious health condition, and may require second or third opinions (at the employer's expense) and a fitness for duty report to return to work.

**JOB BENEFITS AND PROTECTION:**

- For the duration of FMLA leave, the employer must maintain the employee's health coverage under any group health plan.
- Upon return from FMLA leave, most employees must be restored to their original or equivalent positions with equivalent pay, benefits, and other employment terms.
- The use of FMLA leave cannot result in the loss of any employment benefit that accrued prior to the start of an employee's leave.

**UNLAWFUL ACTS BY EMPLOYERS:** FMLA makes it unlawful for any employer to:

- interfere with, restrain, or deny the exercise of any right provided under FMLA
- discharge or discriminate against any person for opposing any practice made unlawful by FMLA or involvement in any proceeding under or relating to FMLA.

**ENFORCEMENT:**

- The U.S. Department of Labor is authorized to investigate and resolve complaints of violations.
- An eligible employee may bring a civil action against an employer for violations.

FMLA does not affect any Federal or State law prohibiting discrimination, or supersede any State or local law or collective bargaining agreement which provides greater family or medical leave rights.

**FOR ADDITIONAL INFORMATION:** Contact the nearest office of the Wage and Hour Division, listed in most telephone directories under U.S. Government, Department of Labor.

US DEPARTMENT OF LABOR  
EMPLOYMENT STANDARDS ADMINISTRATION  
WAGE AND HOUR DIVISION  
WASHINGTON DC 20210

WH Publication 1420  
June 1993

**POST PERMANENTLY ON BULLETIN BOARDS READILY SEEN BY EMPLOYEES AND APPLICANTS**

# CUSTOMER SERVICES

## Mail Alert

The mailings below will be deposited in the near future. Offices should honor the requested home delivery dates. Mailers wishing to participate in these alerts, for mailings

of 1 million pieces or more, should contact Sales Management at 1-202-268-2271, 1 month preceding the requested delivery dates.

Title of Mailing	Class and Type of Mail	Requested Delivery Dates	Number of Pieces (millions)	Distribution	Presort Level	Comments
Montgomery Ward	Third/Letter	May 22-23	5.5	Nationwide	Carrt	6 1/8" x 10 1/4"
Bed Bath & Beyond Memorial Day Circular	Third/Flat	May 22-24	2.3	Nationwide	Carrt	Palletized; RR Donnelley, Old Saybrook, CT
JCPenney Diamond Extravaganza	Third/Catalog	May 22-24	4.1	Nationwide	Carrt	Harte-Hanks
The Container Store: Kitchen Pantry Planning Guide	Third/Bulk	May 22-24	1.0	Nationwide	Carrt, 3/5-Digit, Basic	48 pages, 8 1/2" x 11"
Billy Graham Letter	Third/Letter	May 22-31	2.2	Nationwide	Carrt, Barcoded, 3/5-Digit, Basic	3 7/8" x 7 1/8" envelope; Minneapolis, MN
Sears Craftsman	Third/Bulk	May 25-27	7.2	Nationwide	Carrt	12-page newsletter
Decision Magazine	Third/Flat	May 25-31	1.5	Nationwide	Carrt, 3/5-Digit, Basic	8 1/4" x 10 5/8", 44-page magazine; Minneapolis, MN
Sally Beauty Supply	Third/Letter	May 27-31	2.2	Nationwide	Residual 2%, 3/5-Digit 20%, Carrt 78%	
Hold Everything June: Swedish Shelving Cover	Third/Catalog	May 29-31	1.4	Nationwide	Carrt, 3/5-Digit, Basic	Alden Press, Inc., Bensenville, IL
Pottery Barn June: Mosaic Dish Cover	Third/Catalog	May 29-31	1.7	Nationwide	Carrt, 3/5-Digit, Basic	Alden Press, Inc., Bensenville, IL
Williams-Sonoma June Catalog For Cooks	Third/Catalog	May 30-31	2.0	Nationwide	Carrt 80%, 3/5-Digit 19%	
Radio Shack	Third/Letter	May 30-June 1	9.1	Nationwide	Carrt	9 1/2" x 11" folded to 9 1/2" x 5 1/2", 24 pages

—Sales, 5-11-95

# DOMESTIC MAIL

## DMM NOTICE

### Special Bulk Third-Class Eligibility Restrictions

Effective October 1, 1995, *Domestic Mail Manual* (DMM) E370.5.0 is revised to implement additional restrictions on material mailed at the special bulk third-class rates. Postmasters must ensure that all organizations authorized to mail at these rates at their post offices are advised of these changes. Postmasters should also make every effort to notify mailing agents or those who present mailings on behalf of mailers authorized to mail at the special bulk third-class rates of these changes.

These revisions implement statutes enacted as part of the Treasury, Postal Service, and General Appropriations Acts for 1994 and 1995 that establish new content-based restrictions on advertisements, promotions, and offers for certain products and services and add restrictions on the mailing of certain products at the special bulk third-class rates. The new restrictions are in addition to (that is, they do not replace) existing restrictions on the use of special bulk third-class rates that must continue to be enforced. The revised text will appear in DMM Issue 49.

A complete revision of Publication 417, *Special Bulk Third-Class Rates*, will be printed and distributed as soon as possible before October 1, 1995. The revised publication will contain additional guidance and examples to assist mailers in determining whether their materials qualify for mailing at the special bulk third-class rates. When Publication 417 becomes available, a notice will be published in the *Postal Bulletin*.

#### E—Eligibility

\* \* \* \* \*

#### E370 Special (Nonprofit) Bulk Rates

\* \* \* \* \*

#### 5.0 ELIGIBLE AND INELIGIBLE MATTER

\* \* \* \* \*

#### 5.4 Prohibitions

Special bulk third-class rates may not be used for the entry of material that advertises, promotes, offers, or, for a fee or consideration, recommends, describes, or announces the availability of:

\* \* \* \* \*

[Add new 5.4d as follows:]

d. Any other product or service unless one of the following exceptions is met:

- (1) The sale of the product or the providing of such service is substantially related to the exercise

or performance by the organization of one or more of the purposes used by the organization to qualify for mailing at the special bulk third-class rates. The criteria in 5.6 are used to determine whether an advertisement, promotion, or offer for a product or service is for a substantially related product or service and, therefore, mailable at the special bulk third-class rates.

- (2) The product or service is advertised in third-class material meeting the prescribed content requirements for a periodical publication. The criteria in 5.8 are used to determine whether the third-class material meets the content requirements for a periodical publication.

[Change title of 5.5 as follows:]

#### 5.5 Definitions, Insurance

\* \* \* \* \*

[Add new 5.6, renumber existing 5.6 as 5.7, and renumber existing 5.7 as 5.9.]

#### 5.6 Definitions, Substantially Related Advertising, Products

For the standards in 5.4d:

- a. To be substantially related, the sale of the product or the providing of the service must contribute importantly to the accomplishment of one or more of the qualifying purposes of the organization. This means that the sale of the product or providing of the service must be directly related to accomplishing one or more of the purposes on which the organization's authorization to mail at the special bulk third-class rates is based. The sale of the product or providing of the service must have a causal relationship to the achievement of the exempt purposes (other than through the production of income) of the authorized organization. (The fact that income is produced from selling an advertised product or providing a service does not make such action a substantially related activity, even if the income will be used to accomplish the purpose or purposes of the authorized organization.)
- b. Standards established by the Internal Revenue Service (IRS) and the courts with respect to 26 USC 513(a) and (c) of the Internal Revenue Code are used to determine whether the sale or providing of an advertised product or service, whether sold or offered by the organization or by another party, is

substantially related to the qualifying purposes of an organization. (Advertisements in third-class material that meets the content requirements for a periodical publication need not meet the substantially related standard to be mailable at the special bulk third-class rates. See 5.4d(2) and 5.8.)

- (1) If the advertising material is for a product or service that is not substantially related, it is not mailable at the special bulk third-class rates.
- (2) If an organization pays unrelated business income tax on the profits from the sale of a product or the providing of a service, that activity is by IRS definition not substantially related. The fact that an organization does not pay such tax, however, does not establish that the activity is substantially related because other criteria may exempt the organization from payment. Thus, the inclusion of an advertisement for a product or service in a mailpiece may disqualify the piece for special bulk third-class rates, even if the mailer does not pay unrelated business income tax on its sale.
- (3) Third-party paid advertisements may be included in material mailed at the special bulk third-class rates if the products or services advertised are substantially related to one or more of the purposes for which the organization is authorized to mail at special bulk third-class rates. However, if the material contains one or more advertisements that are not substantially related, the material is not eligible for the special rates, unless it is part of material that meets the content requirements described in 5.8 and is not disqualified from using the special bulk third-class rates under another provision.
- c. Announcements of activities, e.g., bake sale, car wash, charity auction, oratorical contest, are considered substantially related if substantially all the work is conducted by the members or supporters of an authorized organization without compensation.
- d. Advertisements for products and services, including products and services offered as prizes or premiums, are considered substantially related if the products and services are received by an authorized organization as gifts or contributions.
- e. An advertisement, promotion, offer, or subscription order form for a periodical publication meeting the eligibility criteria in E211 and published by one of the types of nonprofit organizations listed in 2.0 is mailable at the special bulk third-class rates.

\* \* \* \* \*

*[Renumber existing 5.8 as 5.12, renumber existing 5.9 as 5.11, and add new 5.8 as follows:]*

**5.8 Periodical Publication Content Requirements**

Advertisements for products and services in materials that meet the content requirements for a periodical publication are mailable at the special bulk third-class rates. The material mailed must meet the following requirements:

- a. Have a title. The title must be printed on the front cover page in a style and size of type that make it clearly distinguishable from other information on the front cover page.
- b. Be formed of printed sheets. (It may not be reproduced by stencil, mimeograph, or hectograph processes. Reproduction by any other process is permitted.) Any style of type may be used.
- c. Contain an identification statement on one of the first five pages of the publication that includes the following elements:
  - (1) Title.
  - (2) Issue date. The date may be omitted if it is on the front cover or cover page.
  - (3) Statement of frequency showing when issues are to be published (daily; weekly; monthly; monthly except June; four times a year in June, August, September, and December; annually; irregularly, etc.).
  - (4) Name and address of the authorized organization, including street number, street name, and ZIP+4 or 5-digit ZIP Code. The street number and street name are optional if there is no letter carrier service.
  - (5) Issue number. Every issue of each publication is numbered consecutively in a series that may not be broken by assigning numbers to issues omitted. The issue number may be printed on the front or cover page instead of in the identification statement.
  - (6) International Standard Serial Number (ISSN), if applicable.
  - (7) Subscription price, if applicable.
- d. Consist of at least 25% nonadvertising matter in each issue. Advertising is defined in E211.11.0.

\* \* \* \* \*

*[Renumber current 5.8 and 5.9 as 5.12 and 5.11, respectively; add new 5.10 as follows:]*

*Continued next page*

Continued

5.10 Products Mailable at Special Bulk Third-Class Rates

The following products are mailable at special bulk third-class rates:

- a. Low-cost items within the meaning of 26 USC 513(h)(2), Internal Revenue Code. At the beginning of each calendar year, the value of low-cost items is adjusted for cost of living. The standard established on January 1, 1995, provided that low-cost items have a cost of not more than \$6.56. The cost is the cost to the authorized organization that

mails the item or on whose behalf the item is mailed.

- b. Items donated or contributed to the qualified organization. Such items do not have to meet the definition of a low-cost item as described in 5.10a.
c. A periodical publication (as defined in E211) of a nonprofit organization unless it is ineligible under E370.5.0 to be mailed at the special bulk third-class rates.

\* \* \* \* \*

—Mailing Standards, Marketing Systems, 5-11-95

DMM CORRECTIONS

Miscellaneous Corrections

The following editorial revisions are effective immediately to clarify various standards now in effect. Some standards appearing in Domestic Mail Manual (DMM) Issue 48 and others (as noted) were published in subsequent issues of the Postal Bulletin (PB) as DMM revisions. The revised text will appear in DMM Issue 49.

1. The article in PB 21888 (3/2/95) titled "Pieces Without Delivery Point Barcodes in Barcoded Rate Mailings" (pages 9 through 13) contained two sections that require correction. First, the revision to DMM C840.2.4 omitted a phrase that exempts address block delivery point barcoded pieces from the requirement for a barcode clear zone in the lower right corner; that omission is corrected below. Second, a reference to ZIP+4 barcodes was inadvertently brought forward in DMM E147.1.1c; that reference is deleted. That article also affected sections that had been previously amended in PB 21886 (1-5-95) by "Revisions to Weight and Preparation Standards for Barcoded Letter Mail" (pages 4 through 7), but it failed to recognize numbering changes made by that earlier article. The correct numbering (and, where needed, text) is described below.

C810 Letters and Cards

1.0 GENERAL DIMENSIONS

\* \* \* \* \*

1.5 Barcoded

[Insert text as shown in PB 21886 (page 7); disregard C810.1.5 and 1.6 as shown in PB 21884 (page 5).]

\* \* \* \* \*

2.0 PROHIBITIONS

\* \* \* \* \*

2.3 Heavy Letter Mail

[Insert text as shown in PB 21886 (page 7); disregard C810.2.3 as shown in PB 21884 (page 5).]

\* \* \* \* \*

C840 Barcoded Mailpieces

\* \* \* \* \*

2.0 BARCODE LOCATION

\* \* \* \* \*

2.2 Letter-Size Barcoded Rate Mailings

Except for pieces subject to 2.3, pieces may bear a DPBC (or, subject to rate eligibility standards, a 5-digit barcode) in either the address block or the barcode clear zone. Pieces may bear a ZIP+4 barcode (subject to rate eligibility standards) only in the address block unless the DPBC pieces in the mailing are barcoded in the barcode clear zone.

[Revise DMM Issue 48 C840 to renumber 2.3 through 2.10 as 2.4 through 2.11; insert new 2.3 as shown in PB 21884 (page 5).]

\* \* \* \* \*

[Revise the first sentence of renumbered 2.5 (shown as 2.4 in PB 21888 (page 10)) as follows:]

2.5 Barcode Clear Zone

A barcode clear zone is required on each card or letter-size mailpiece in an automation rate mailing unless it bears a DPBC in the address block. \* \* \*

[Revised text for renumbered 2.9 is correct as shown in PB 21884.]



\* \* \* \* \*

**6.0 LOWER RIGHT CORNER BARCODE  
WINDOWS—LETTER-SIZE MAIL**

*[Revise title as shown in PB 21888 (page 10); revise 6.2 and 6.3 as shown in PB 21884 (page 5).]*

\* \* \* \* \*

*[Revisions to E144 are correct as shown in PB 21884 (page 6) and PB 21888 (page 10) when made consecutively.]*

\* \* \* \* \*

**E147 Nonpresorted ZIP+4 Rate**

*[Correct the revised text in PB 21888 (page 11) as follows:]*

**1.0 BASIC STANDARDS**

**1.1 All Pieces**

\* \* \* \* \*

- c. Meet the physical standards in C810, except:
  - (1) The maximum weight of each piece is 3 ounces if at least 85% of all pieces in the mailing are correctly delivery point barcoded (DPBC).
  - (2) The maximum weight of each piece is 3.3376 ounces for pieces in the residual portion of a 3- or 5-digit Barcoded rate mailing of heavy letter mail, as defined in C810.

\* \* \* \* \*

*[PB 21888 (page 11) incorrectly showed E145 as the unit number of "Nonpresorted ZIP+4 Barcoded Rate (Flats)"; the correct unit number is E149. Revisions to E144, E244, and E344 are correct as shown in PB 21884 (pages 6 and 7) and PB 21888 (pages 10 through 13) when made consecutively.]*

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2. The article in PB 21889 (3-16-95) titled "Contents of Second-Class Mail" (pages 27 through 32) included text for a new DMM P200.1.7, but failed to include the instruction that existing 1.7 through 1.11 had to be renumbered as 1.8 through 1.12, respectively. DMM P200.1.7 as shown in DMM Issue 48 is *not* to be deleted.

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3. The three articles in PB 21888 (3-2-95) titled "Consolidation of Labeling Instructions" (pages 2 through 5), "Walk-Sequence Mail" (pages 13 through 16), and "Use of Trays for Second- and Third-Class Letter-Size Carrier Route Presort Mailings" (pages 16 through 20) conflicted in M203, M302, and M303. The following explains how the current text should appear, based on DMM Issue 48.

**M203 Level C//K**

**1.0 BASIC STANDARD**

\* \* \* \* \*

**1.4 Trays**

*[Insert text shown as 1.4 in PB 21888 (page 17) as 1.4.]*

\* \* \* \* \*

**1.5 Walk-Sequence Discount**

*[Insert text shown as 1.4 in PB 21888 (page 15) as 1.5.]*

**1.6 Other Mail**

*[Insert text of existing 4.0; delete 4.0 (same instruction as in PB 21888 (page 15)).]*

\* \* \* \* \*

**2.0 PACKAGE PREPARATION**

*[Renumber existing 2.2 through 2.4, and 2.5 and 2.6 as 2.4 through 2.6, and 2.8 and 2.9; insert new 2.2, 2.3, and 2.6 as follows:]*

\* \* \* \* \*

**2.2 Packages in Trays**

*[Insert text shown as 2.2 in PB 21888 (page 18) as 2.2.]*

**2.3 Walk-Sequence Mail**

*[Insert text shown as 2.2 in PB 21888 (page 15) as 2.3.]*

\* \* \* \* \*

**2.7 Packages of Walk-Sequence Mail**

*[Insert text shown as 2.6 in PB 21888 (page 15) as 2.7.]*

\* \* \* \* \*

**3.0 TRAY OR SACK PREPARATION**

\* \* \* \* \*

*[Renumber and revise as shown in PB 21888 (page 18), except amend renumbered 3.3 using the text for 3.2a and 3.2b as shown in PB 21888 (page 3).]*

\* \* \* \* \*

**M302 Basic and 3/5 Presort**

\* \* \* \* \*

**3.0 SACK PREPARATION**

*[Renumber and revise as shown in PB 21888 (page 18), except amend renumbered 3.5 using the text for 3.7 shown in PB 21888 (page 3).]*

\* \* \* \* \*

**M303 Carrier Route**

*[Instructions for M303.1.0 do not conflict; reconcile other instructions about M303 as follows:]*

*Continued next page*

Continued

\* \* \* \* \*

**2.0 PACKAGE PREPARATION**

[Renumber existing 2.2 through 2.4, and 2.5 as 2.4 through 2.6, and 2.8; insert new 2.2 and 2.3; and amend 2.6 as follows:]

\* \* \* \* \*

**2.2 Packages in Trays**

[Insert text shown as 2.2 in PB 21888 (page 19) as 2.2.]

**2.3 Walk-Sequence Mail**

[Insert text shown as 2.2 in PB 21888 (page 16) as 2.3.]

\* \* \* \* \*

**2.6 Labels**

[Revise as shown for 2.5 in PB 21888 (page 19) as 2.6.]

\* \* \* \* \*

**2.7 Packages of Walk-Sequence Mail**

[Insert text shown as 2.5 in PB 21888 (page 16) as 2.7.]

\* \* \* \* \*

**3.0 TRAY AND SACK PREPARATION—QUALIFYING PORTION**

\* \* \* \* \*

[Instructions for renumbering 3.0 are correct as shown in PB 21888 (page 19); revise renumbered 3.5 using the text for 3.7a shown in PB 21888 (page 3) as 3.5b; revise renumbered 3.6 by, consecutively, amending renumbered 3.6a through 3.6c as shown in PB 21888 (page 20), relettering 3.6a through 3.6c as 3.6b through 3.6d, and adding as new 3.6a the text as shown as 3.8a in PB 21888 (page 16).]

4. The instruction for calculating the numeric value of the print reflectance difference (PRD) contained in DMM C840.4.2 is mathematically incorrect. Revise the parenthetical sentence at the end of the section as follows:

**C840 Barcoded Mailpieces**

\* \* \* \* \*

**4.0 REFLECTANCE**

\* \* \* \* \*

**4.2 Print Reflectance Difference**

\*\*\* (PRD equals the reflectance of the background minus the reflectance of the ink.)

5. The material referred to as being used to produce BRMAS cards is incorrectly stated in DMM S922.7.2; revise that section as follows:

**S922 Business Reply Mail (BRM)**

\* \* \* \* \*

**7.0 BRMAS AUTOMATION STANDARDS**

\* \* \* \* \*

**7.2 Card-Size Mail**

Each BRMAS card must be at least 5 inches and not more than 6 inches long; at least 3-1/2 inches and not more than 4-1/4 inches high; and at least 0.007 inch and not more than 0.0095 inch thick. Its length divided by its height must fall between 1.3 and 2.5, inclusive. BRMAS cards must be printed on card stock meeting a standard industry basis weight of 75 pounds, with none less than 71.25 pounds (500 sheets measuring 25 by 38 inches). The stock must be free from ground wood except when coated with a substance that adds to the stock's ability to resist an applied bending force.

6. DMM Exhibit E060.4.1 that appeared in DMM Issue 47 was not carried forward into Issue 48. The information it contained requires periodic updates and will be published accordingly in the *Postal Bulletin*.

—Mailing Standards, Marketing Systems, 5-11-95

*DMM REVISION*

**Z4CHANGE—Address Matching Alternative**

Effective immediately, *Domestic Mail Manual* (DMM) A950 is changed to allow mailers to use a new process, called Z4CHANGE, as a valid address matching and coding method to qualify address lists for use in automation rate mailings.

The Postal Service, in cooperation with the mailing industry, has developed this new method to provide mailers an additional alternative to the current processes available for the updating of mailers' computer mailing lists for ZIP+4

and Barcoded rate mailings. (Other methods for obtaining delivery point or ZIP+4 codes are the National Change of Address process; Delivery Sequence File process; CASS-certified address matching software; and the Postal Service's CD-ROM diskette ZIP+4 coding service.)

The unique feature of Z4CHANGE is the reduced frequency and increased speed with which address records are processed, minimizing expensive and time-consuming computer processing. The previous standards, in DMM

A950.3.0, required mailers to process all address records at least once a year using an approved address matching method along with the current USPS ZIP+4 file to qualify mail at automation rates.

Although mailers are encouraged to reprocess their address lists more often than once a year to improve the deliverability of their mailings, users of large address lists find it difficult and cost prohibitive to do more than the minimum annual requirement. Z4CHANGE will help many such mailers by eliminating the need to reprocess their entire address lists each time address updating is performed. This new product identifies only those records where changes have occurred in the past 12 months so that only address records that require updating need to be reprocessed for matching and coding.

Mailers who take advantage of Z4CHANGE must comply with the following requirements. First, the address lists to be used must be completely reprocessed using any of the approved matching and coding methods noted above. This complete processing of the address lists need be performed only once every 3 years thereafter. Then, either on a monthly or quarterly basis, the address lists are processed against the Z4CHANGE product to identify only those records that have had transactions (changes) within the past 12 months.

Addresses identified through Z4CHANGE become the only records that must be reprocessed through CASS-certified address matching software to obtain the correct ZIP+4 or delivery point code. In addition to the normal rezoning and redistricting that can occur, Z4CHANGE identifies addresses where a high-rise (H record) or firm (F record) has been added. This identification allows mailers to upgrade their previously coded street-level addresses for more specific delivery points.

Mailers must develop or lease software to access the Z4CHANGE file. As with address matching software, this Z4CHANGE access software must pass Postal Service certification before the software may be used on address lists for automation rate mailings.

Mailers using the Z4CHANGE process to qualify address lists for automation rate mailings must provide Form 3553, *Coding Accuracy Support System (CASS) Report*, at the time of mailing, with the three added elements of information illustrated in the sample on page 14.

For more information about Z4CHANGE and a free technical guide, call the National Customer Support Center (Memphis, TN) at 1-800-238-3150.

The DMM revision shown below will appear in DMM Issue 49.

**A950 Coding Accuracy Support System (CASS)**

\* \* \* \* \*

**1.0 BASIC INFORMATION**

\* \* \* \* \*

**1.3 Methods**

Delivery point or ZIP+4 coding may be obtained by the National Change of Address (NCOA) process; CASS-certified DPC address matching software; CASS-certified Z4CHANGE process; USPS CD-ROM diskette ZIP+4 coding service; or Delivery Sequence File (DSF) process.

\* \* \* \* \*

*[Renumber current 3.0 as 3.1; keep matrix and revise text as follows:]*

**3.0 ADDRESS LIST MATCHING AND CODING**

**3.1 Updating Requirements**

Unless using Z4CHANGE, all mailings submitted at automation rates must be produced from address lists matched and ZIP+4 coded with current CASS-certified software and the current USPS ZIP+4 file within 1 year of the mailing date. The current ZIP+4 file is defined by this matrix: \* \* \*

*[Add new 3.2 as follows:]*

**3.2 Z4CHANGE List Matching**

When using Z4CHANGE to match and code address lists for automation rate mailings:

- a. The entire address list must first be matched and ZIP+4 coded with a current CASS-certified software and the current USPS ZIP+4 file as defined in 3.1.
- b. Every 3 months thereafter, the address list must be processed through Z4CHANGE using USPS-certified software to identify changed records since the last update.
- c. The changed records identified through the Z4CHANGE processing must then be matched and coded using current CASS-certified address matching software and the current ZIP+4 file (defined in 3.1).
- d. The entire address list must be rematched and ZIP+4 coded every 3 years using current CASS-certified software and the current USPS ZIP+4 file, as defined in 3.1.

\* \* \* \* \*

—Business Mail Acceptance, Marketing Systems, 5-11-95

<input type="checkbox"/> Single List <input type="checkbox"/> Multiple Lists	<h2 style="margin: 0;">Coding Accuracy Support System (CASS) Report</h2>		
S O F T W A R E	CASS CERTIFICATE INFORMATION (Attach List If Additional Space Is Required)		
	<b>A1. CASS CERTIFIED COMPANY NAME</b> Software Name, Version, and Date of Certification Configuration <b>Z4CHANGE</b>	<b>A2. MLOCR CERTIFIED COMPANY NAME</b> Software Name, Version, and Date of Certification Configuration _____ MLOCR Serial Number _____	
	<b>B1. LIST PROCESSOR'S NAME</b> <small>(Attach list if additional space required)</small>	<b>B2. DATE LIST PROCESSED</b> <small>(If multiple lists, use oldest coding date)</small> Master File: _____ Z4CHANGE: _____	<b>B3. DATE OF ZIP+4 DATABASE USED</b> <small>(If multiple lists, enter date of oldest database)</small> Master File: _____ Z4CHANGE: _____
	<b>B4. ADDRESS LIST NAME OR ID#</b> <small>(If multiple lists leave blank)</small>	<b>B5. NUMBER OF LISTS</b>	<b>B6. TOTAL ADDRESS RECORDS</b> <small>(From all lists noted in block B5)</small>
L I S T	CASS OUTPUT RATING		
	TOTAL CODED	PERCENT OF TOTAL ADDRESS RECORDS <small>(Percent of total appearing in block B6 above)</small>	
	<b>C1. RECORDS ZIP+4 CODED</b>	%	
	<b>C2. RECORDS 5-DIGIT CODED (Optional)</b> <small>Unless required to obtain C1</small>	%	
<b>C3. RECORDS CR RT CODED (Optional)</b> <small>(For Carrier Route Mailings Only)</small>	%		
O U T P U T	<b>D1. SIGNATURE OF MAILER</b>  _____ <small>I certify that the mailing submitted with this form has been ZIP+4 coded (as indicated above) using CASS Certified software meeting all requirements of <i>Domestic Mail Manual 531</i>.</small>		<b>D2. NAME &amp; ADDRESS OF MAILER</b>  _____ <b>D3. DATE SIGNED</b> _____
	<b>D1. SIGNATURE OF MAILER</b>  _____ <small>I certify that the mailing submitted with this form has been ZIP+4 coded (as indicated above) using CASS Certified software meeting all requirements of <i>Domestic Mail Manual 531</i>.</small>		<b>D2. NAME &amp; ADDRESS OF MAILER</b>  _____ <b>D3. DATE SIGNED</b> _____
	<b>D1. SIGNATURE OF MAILER</b>  _____ <small>I certify that the mailing submitted with this form has been ZIP+4 coded (as indicated above) using CASS Certified software meeting all requirements of <i>Domestic Mail Manual 531</i>.</small>		<b>D2. NAME &amp; ADDRESS OF MAILER</b>  _____ <b>D3. DATE SIGNED</b> _____
M A I L E R	<b>D1. SIGNATURE OF MAILER</b>  _____ <small>I certify that the mailing submitted with this form has been ZIP+4 coded (as indicated above) using CASS Certified software meeting all requirements of <i>Domestic Mail Manual 531</i>.</small>		<b>D2. NAME &amp; ADDRESS OF MAILER</b>  _____ <b>D3. DATE SIGNED</b> _____
	<b>D1. SIGNATURE OF MAILER</b>  _____ <small>I certify that the mailing submitted with this form has been ZIP+4 coded (as indicated above) using CASS Certified software meeting all requirements of <i>Domestic Mail Manual 531</i>.</small>		<b>D2. NAME &amp; ADDRESS OF MAILER</b>  _____ <b>D3. DATE SIGNED</b> _____
	<b>D1. SIGNATURE OF MAILER</b>  _____ <small>I certify that the mailing submitted with this form has been ZIP+4 coded (as indicated above) using CASS Certified software meeting all requirements of <i>Domestic Mail Manual 531</i>.</small>		<b>D2. NAME &amp; ADDRESS OF MAILER</b>  _____ <b>D3. DATE SIGNED</b> _____

PS Form 3553, July 1991

1. In block A1 ("CASS") in the "Configuration" section, print "Z4CHANGE."
2. In block B2 ("Date List Processed"), print the last date the entire master file was processed and the date of the most recent Z4CHANGE processing.
3. In block B3 ("Date of ZIP+4 Database Used"), print the date of the database used to process the entire master file and the database used to complete the most recent Z4CHANGE processing.

## Privately Printed Certified Mail Labels

Mailers who choose to print their own special service labels, including certified mail labels, must print labels that are nearly identical in design and color to postal-provided labels. This is necessary to make sure that the additional services the mailer wants are easily identified by the postal employees who handle the mail and to also make sure that the mailpiece can be processed on postal automated equipment.

For authorization to print certified labels, mailers must submit preproduction samples to the postal business center manager serving their location for review by the mailpiece design analyst (MDA). The MDA checks the preproduction samples to make sure that they meet current label specifications. Once the samples are approved, the MDA issues a unique series of consecutive 9-digit certified numbers, preceded by 1 alpha character, for the mailer to use.

### Specifications

Contractors who print certified labels must make sure that the labels meet these specifications.

- **Color and format:** The certified mail endorsement block must be printed in green and must use the same size and format as the postal-provided Form 3800, *Receipt for Certified Mail (Label)*. The certified number must be a unique 9-digit number in 3 groups of 3 preceded by 1 alpha character (currently "P" or "Z"). The MDA who approves the certified mail format will issue a series of unique numbers and the alpha code to the mailer.
- **Label size:** The label must measure 2-7/8 by 1-1/2 inches (this size includes the part of the label that is placed over the top of the envelope to identify certified mail when placed in trays). Labels with the fluorescent taggant described below do not need to have the part that is placed over the top of the envelope.
- **Stock:** The label must be printed on white OCR bond, 20-pound basis weight (17 by 22 inches, 500 sheets).
- **Printing:** The label must be printed in reverse in a match of Pantone Matching System (PMS) 347 green. Ink must be unreadable ("blind") to the Caere wands used with postal automated record-keeping systems for accountable mail and have a print contrast signal of less than 10 percent as measured by a USPS envelope reflectance meter (ERM-2). Numbers must be printed in nonreflective black ink. Black ink must have a minimum print contrast signal of not less than 50 percent.
- **Numbering:** Numbers printed on the label must be in black nonreflective ink. Labels must be designed

for optical scanning by an OCR wand. The certified numbers and the alpha character that precedes them must be in OCR-A Font, Size 1, 10 characters per inch, centered in a 1-11/16 by 5/8 inch unprinted area of the label. There must be a space between the alpha character and the first group of digits and a space between each 3-digit group of numbers. The character separation in the groups of digits must not be less than 0.017 inch and the centerline distance must not be less than 0.09 inch. (Character separation is the horizontal distance between the adjacent boundaries of the characters.) If a space is not desired, the character separation may not be more than 0.07 inch. If a space is desired, the character separation must be more than 0.094 inch, but no more than 0.20 inch.

- **Adhesive backing:** Labels printed onto the mailpiece do not need pressure-sensitive adhesive. Labels designed to be affixed to the mailpiece must be coated on the back (within 1/16 inch of the outside edges of the piece) with a permanent-type, pressure-sensitive adhesive and covered with a suitable backing sheet with any effective easy removal feature. The adhesive must adhere immediately and firmly to various paper-type surfaces, e.g., kraft, sulfite, bond, spun-bonded olefin, and other manmade materials normally used for packaging of mailed parcels. Adhesive must be such that any attempt to remove label will destroy either the label or part of the paper surface to which it is adhered.

### Fluorescent Taggant

Postal-provided labels also contain an area that fluoresces under long-wave, ultraviolet (black) light for detection by certified mail detectors installed on carrier sequence barcode sorters and delivery barcode sorters. This allows certified mail to be segregated from the rest of the mail processed on automated equipment. Mailers who print their own certified mail labels or envelopes are encouraged to include the fluorescent taggant on their labels. Effective May 1, 1996, however, the fluorescent taggant will be required on all privately printed certified mail labels.

Printers must use these guidelines to apply the fluorescent taggant:

- **Taggant area:** The fluorescent taggant area (taggant) must consist of a single area (minimum dimension 0.5 by 0.5 inch; maximum dimension 0.7 by 0.7 inch) located in the upper right section of the label area, approximately 11/16 inch from the bottom of the label. Printers must not alter the fluorescing spectral response when applying the taggant by

*Continued next page*

*Continued*

allowing the fluorescing material to be mixed with the colored ink used on part of the label. The taggant material must be Angstrom #6 Sub-Micron Scanning Compound 17 percent concentration at a coat weight of 2 mils (0.002 inch). Alternative compounds and concentrations must be approved by the Postal Service. Samples may be sent for testing and approval to:

MANAGER TEST AND EVALUATION  
8403 LEE HWY 2ND FLR  
MERRIFIELD VA 22082-8133

- **Taggant location:** The taggant must not “chalk,” that is interfere with the scanning of the OCR A-1 number, and must maintain consistency. The taggant location must be consistent with no splattering of taggant on other areas of the label. Any overcoat varnish on the taggant area must be consistent and

must not interfere with the spectral response of the taggant.

- **Taggant verification:** The printer should use a luminescent spectrometer calibrated to the rhodamine red standard to verify the taggant. Test the taggant at a nominal excitation frequency of 365 nanometers (nm). The spectrometer should be set to measure emissions using an emission “slit width” of 2.5 nm and an excitation “slit width” of 10 nm. Emission should peak at 550 nm per USPS TM-1262. Measuring of the 550 nm peak should be made by scanning in the 450 to 750 nm range. A cutout filter will be required and this should be in the 430 nm range, before the emission peak and far enough from the excitation peak to eliminate any harmonic of the excitation peak.

—*Business Mail Acceptance,  
Marketing Systems, 5-11-95*

PS Form 3800, April 1995

US Postal Service  
**Receipt for Certified Mail**  
 No Insurance Coverage Provided.  
 Do not use for International Mail (See reverse)

Sent to	
Street & Number	
Post Office, State, & ZIP Code	
Postage	\$
Certified Fee	
Special Delivery Fee	
Restricted Delivery Fee	
Return Receipt Showing to Whom & Date Delivered	
Return Receipt Showing to Whom, Date, & Addressee's Address	
<b>TOTAL Postage &amp; Fees</b>	\$
Postmark or Date	

Fold at line over top of envelope to the right of the return address

**CERTIFIED**

**MAIL**

PS Form 3800, April 1995 (Reverse)

**Stick postage stamps to article to cover First-Class postage, certified mail fee, and charges for any selected optional services (See front).**

- If you want this receipt postmarked, stick the gummed stub to the right of the return address leaving the receipt attached, and present the article at a post office service window or hand it to your rural carrier (no extra charge).
- If you do not want this receipt postmarked, stick the gummed stub to the right of the return address of the article, date, detach, and retain the receipt, and mail the article.
- If you want a return receipt, write the certified mail number and your name and address on a return receipt card, Form 3811, and attach it to the front of the article by means of the gummed ends, if space permits. Otherwise, affix to back of article. Endorse front of article **RETURN RECEIPT REQUESTED** adjacent to the number.
- If you want delivery restricted to the addressee, or to an authorized agent of the addressee, endorse **RESTRICTED DELIVERY** on the front of the article.
- Enter fees for the services requested in the appropriate spaces on the front of this receipt. If return receipt is requested, check the applicable blocks in item 1 of Form 3811.
- Save this receipt and present it if you make an inquiry.

Form 3800, Receipt for Certified Mail (Label)

## Privately Printed Return Receipts

Mailers who choose to print their own Forms 3811, *Domestic Return Receipt*, must print forms that are nearly identical in design and color to postal-provided forms. This is necessary to make sure that the service the mailer wants is easily identified by the postal employees who handle the mail and to also make sure that the mailpiece can be processed on postal automated equipment.

For authorization to print return receipts, mailers must submit preproduction samples to the postal business center manager serving their location for review by the mailpiece design analyst (MDA). The MDA checks the preproduction samples to make sure that they meet current return receipt specifications.

The specifications for return receipts have been modified to add a barcode clear zone, to replace the standard penalty indicia with the penalty permit imprint indicia, and to change the color to a lighter shade of green to enhance the optical read rate on postal automation equipment.

### Specifications

Contractors who print return receipts must make sure that the forms meet these specifications:

- **Form size:** Print forms that measure 3-1/2 to 3-2/3 inches by 7 to 7-1/8 inches overall; 3-1/2 to 3-2/3 inches by 5-1/2 inches detached. Any forms less than 3-1/2 inches in height are not accepted.
- **Stock:** Use 89-pound green U.S. Postal Card, 110-pound green index, or 125-pound green tag. Bristol or high-bulk stock is not acceptable. Minimum thickness of 0.009 inch required for all stock. Color of stock must be a close match by visual inspection of Pantone Matching System (PMS) 9561 green or mead moistrite green index or the background reflectance values, as measured by the USPS envelope reflectance meter (ERM-2), must be a minimum of 60 percent in the red and 64 percent in the green portions of the optical spectrum.


Note: At the printer's option, white stock may be used with a surface tint of PMS 9561 green. If this option is used, the address block area may remain white; however, the color green must remain uniform on the rest of the form and the background reflectance values, as measured by the USPS envelope reflectance meter (ERM-2), must be a minimum of 60 percent in the red and 64 percent in the green portions of the optical spectrum.

- **Printing:** Use black ink; and print the forms head to head. FIM bars on face must be within 1/16 inch ( $\pm 1/16$  inch) from the top edge and 2 inches ( $\pm 1/8$  inch) from the right side perforation. If the address is preprinted on the face of the return receipt, it must bear a complete delivery address as defined in DMM A010.1.2, including the ZIP+4 code, and a correct delivery point barcode. If the address and barcode are preprinted, FIM C must be used. If the address and barcode are not preprinted, FIM B must be used.
- **Construction:** Perforate along the entire 3-1/2 to 3-2/3 inch dimension 3/4 inch from the left and right edges. Coat the areas between the perforations and the outside edges with a 5/8 inch-wide solid strip of permanent pressure-sensitive adhesive suitable for adhering to paper, wood, metal, printed and unprinted spun-bonded olefin, and corrugated fiberboard products. Cover the adhesive with a suitable release liner; release liner may be same as face stock. The release liner may be printed with removal instructions in a suitable ink or the release liner may be blank.

—*Business Mail Acceptance, Marketing Systems, 5-11-95*



Is your RETURN ADDRESS completed on the reverse side?	<b>SENDER:</b> ■ Complete items 1 and/or 2 for additional services. ■ Complete items 3, 4a, and 4b. ■ Print your name and address on the reverse of this form so that we can return this card to you. ■ Attach this form to the front of the mailpiece, or on the back if space does not permit. ■ Write "Return Receipt Requested" on the mailpiece below the article number. ■ The Return Receipt will show to whom the article was delivered and the date delivered.		I also wish to receive the following services (for an extra fee): 1. <input type="checkbox"/> Addressee's Address 2. <input type="checkbox"/> Restricted Delivery Consult postmaster for fee.
	3. Article Addressed to:	4a. Article Number	
		4b. Service Type	
		<input type="checkbox"/> Registered <span style="float: right;"><input type="checkbox"/> Certified</span> <input type="checkbox"/> Express Mail <span style="float: right;"><input type="checkbox"/> Insured</span> <input type="checkbox"/> Return Receipt for Merchandise <span style="float: right;"><input type="checkbox"/> COD</span>	
		7. Date of Delivery	
5. Received By: <i>(Print Name)</i>	8. Addressee's Address <i>(Only if requested and fee is paid)</i>		Thank you for using Return Receipt Service.
6. Signature: <i>(Addressee or Agent)</i> <b>X</b>			
PS Form <b>3811</b> , December 1994		Domestic Return Receipt	

UNITED STATES POSTAL SERVICE		First-Class Mail Postage & Fees Paid USPS Permit No. G-10
• Print your name, address, and ZIP Code in this box •		

## **Undeliverable as Addressed Bulk Business Mail**

This notice is to remind employees of the correct handling of undeliverable as addressed (UAA) unendorsed bulk business mail, specifically pieces mailed by government agencies and marked "Official Business." Because of that marking, many offices are returning undeliverable pieces to the offices shown in the return address.

Such undeliverable pieces must be handled like any other UAA-endorsed bulk third-class mail. Instructions for handling UAA mail of all classes can be found in *Domestic Mail Manual* (DMM) F010. Specifically, as shown in Exhibit F010.5.3, UAA bulk third-class mail with no endorsement receives no forwarding or return services, regardless of the sender. Please ensure all employees provide the correct treatment for this mail.

—*Delivery Policies and Programs, Sales, 5-11-95*

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## **Mislabeled Mail for Chicago Bulk Mail Center**

The Chicago Bulk Mail Center (BMC) reports that third- and fourth-class mail is being delayed unnecessarily because of mislabeling. Many mailers are incorrectly using ZIP Code 60608 for the Chicago BMC, causing mail to go to Pilsen Station in Chicago. As specified in lists L705 and L708 in the *Domestic Mail Manual* (DMM), the correct label for bulk-rate third- and fourth-class machinable parcels and DBMC-rate mail to the Chicago BMC is BMC CHICAGO IL 60808.

—*Logistics, Operations Support, 5-11-95*

### Conditions Applied to Mail Addressed to Military Post Offices Overseas

Mail addressed to, from, or between military post offices overseas is subject to certain conditions or restrictions of mailing regarding content, preparation, and handling. The table below outlines these conditions by APO/FPO ZIP Code through the use of footnoted mailing restriction codes, which appear on the last page of the table.

Acceptance clerks should use this table with the inte-

grated retail terminal (IRT) to determine whether an APO/FPO ZIP Code is active and what conditions of mailing apply. For Express Mail Military Service (EMMS) availability, refer to Handbook PO-514, *Express Mail Military Service*, and the local EMMS directory.

The entire table appears in alternating issues of the *Postal Bulletin*.

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09001	Not Active	09048	Not Active	09095	B-C-D-U	09142	B-C-D-U
09002	Not Active	09049	Not Active	09096	B-C-D-U	09143	B-C-D-U
09003	Not Active	09050	B-C-D-U	09097	Not Active	09144	Not Active
09004	Not Active	09051	Not Active	09098	B-C-D-U	09145	Not Active
09005	Not Active	09052	Not Active	09099	B-C-D-U	09146	Not Active
09006	Not Active	09053	B-C-D-U	09100	B-C-D-U	09147	Not Active
09007	B-C-D-U	09054	B-C-D-U	09101	Not Active	09148	Not Active
09008	Not Active	09055	Not Active	09102	B-C-D-U	09149	Not Active
09009	B-C-D-U	09056	B-C-D-U	09103	B-C-D-U	09150	Not Active
09010	Not Active	09057	B-C-D-U	09104	B-C-D-U	09151	Not Active
09011	Not Active	09058	B-C-D-U	09105	Not Active	09152	Not Active
09012	B-C-D-U	09059	B-C-D-U	09106	B-C-D-U	09153	Not Active
09013	Not Active	09060	B-C-D-U	09107	B-C-D-U	09154	B-C-D-U
09014	B-C-D-U	09061	Not Active	09108	Not Active	09155	Not Active
09015	Not Active	09062	Not Active	09109	Not Active	09156	Not Active
09016	Not Active	09063	B-C-D-L-U	09110	B-C-D-U	09157	B-C-D-U
09017	Not Active	09064	B-C-D	09111	B-C-D-U	09158	Not Active
09018	Not Active	09065	Not Active	09112	B-C-D-U	09159	Not Active
09019	Not Active	09066	Not Active	09113	Not Active	09160	Not Active
09020	Not Active	09067	B-C-D-U	09114	B-C-D-U	09161	Not Active
09021	B-C-D-U	09068	Not Active	09115	Not Active	09162	Not Active
09022	Not Active	09069	B-C-D-U	09116	Not Active	09163	Not Active
09023	Not Active	09070	Not Active	09117	Not Active	09164	B-C-D-U
09024	Not Active	09071	Not Active	09118	Not Active	09165	B-C-D-U
09025	Not Active	09072	B-C-D-U	09119	Not Active	09166	B-C-D-U
09026	Not Active	09073	Not Active	09120	Not Active	09167	Not Active
09027	Not Active	09074	B-C-D-U	09121	Not Active	09168	Not Active
09028	B-C-D-U	09075	Not Active	09122	Not Active	09169	B-C-D-U
09029	B-C-D-U	09076	B-C-D-U	09123	B-C-D-U	09170	Not Active
09030	Not Active	09077	Not Active	09124	Not Active	09171	Not Active
09031	B-C-D-U	09078	Not Active	09125	Not Active	09172	B-C-D-U
09032	Not Active	09079	Not Active	09126	B-C-D	09173	B-C-D-U
09033	B-C-D-U	09080	B-C-D-U	09127	Not Active	09174	Not Active
09034	B-C-D-U	09081	B-C-D-U	09128	B-C-D-U	09175	B-C-D-U
09035	Not Active	09082	B-C-D-U	09129	Not Active	09176	Not Active
09036	B-C-D-U	09083	Not Active	09130	B-C-D-U	09177	B-C-D-U
09037	B-C-D-U	09084	Not Active	09131	B-C-D-U	09178	B-C-D-U
09038	Not Active	09085	Not Active	09132	Not Active	09179	Not Active
09039	B-C-D-U	09086	B-C-D-U	09133	Not Active	09180	B-C-D-U
09040	Not Active	09087	Not Active	09134	Not Active	09181	Not Active
09041	Not Active	09088	Not Active	09135	Not Active	09182	B-C-D-U
09042	B-C-D-U	09089	B-C-D-U	09136	B-C-D	09183	B-C-D-U
09043	Not Active	09090	B-C-D-U	09137	B-C-D-U	09184	Not Active
09044	Not Active	09091	Not Active	09138	B-C-D-U	09185	B-C-D-U
09045	B-C-D-U	09092	Not Active	09139	B-C-D	09186	B-C-D-U
09046	B-C-D-U	09093	Not Active	09140	B-C-D-U	09187	Not Active
09047	Not Active	09094	B-C-D	09141	Not Active	09188	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09189	B-C-D-U	09248	Not Active	09307	See Table 2	09365	See Table 2
09190	Not Active	09249	Not Active	09308	See Table 2	09366	See Table 2
09191	Not Active	09250	B-C-D-U	09309	See Table 2	09367	See Table 2
09192	Not Active	09251	Not Active	09310	See Table 2	09368	See Table 2
09193	Not Active	09252	B-C-D-U	09311	See Table 2	09369	See Table 2
09194	Not Active	09253	Not Active	09312	See Table 2	09370	See Table 2
09195	Not Active	09254	Not Active	09313	See Table 2	09371	See Table 2
09196	Not Active	09255	Not Active	09314	See Table 2	09372	See Table 2
09197	Not Active	09256	Not Active	09315	See Table 2	09373	See Table 2
09198	Not Active	09257	Not Active	09316	See Table 2	09374	See Table 2
09199	Not Active	09258	Not Active	09317	See Table 2	09375	See Table 2
09201	Not Active	09259	Not Active	09318	See Table 2	09376	See Table 2
09202	Not Active	09260	Not Active	09319	See Table 2	09377	See Table 2
09203	Not Active	09261	Not Active	09320	See Table 2	09378	See Table 2
09204	Not Active	09262	B-C-D-U	09321	See Table 2	09379	See Table 2
09205	Not Active	09263	B-C-D-U	09322	See Table 2	09380	See Table 2
09206	Not Active	09264	B-C-D-U	09323	See Table 2	09381	See Table 2
09207	Not Active	09265	B-C-D-N-U	09324	See Table 2	09382	See Table 2
09208	Not Active	09266	B-C-D-U	09325	See Table 2	09383	See Table 2
09209	Not Active	09267	B-C-D-U	09326	See Table 2	09384	See Table 2
09210	Not Active	09268	Not Active	09327	See Table 2	09385	See Table 2
09211	B-C-D-U	09269	Not Active	09328	See Table 2	09386	See Table 2
09212	B-C-D-U	09270	Not Active	09329	See Table 2	09387	See Table 2
09213	B-C-D-U	09271	Not Active	09330	See Table 2	09388	See Table 2
09214	B-C-D-U	09272	Not Active	09331	See Table 2	09389	See Table 2
09215	Not Active	09273	Not Active	09332	See Table 2	09390	See Table 2
09216	Not Active	09274	Not Active	09333	See Table 2	09391	See Table 2
09217	Not Active	09275	B-C-D-U	09334	See Table 2	09392	See Table 2
09218	Not Active	09276	Not Active	09335	See Table 2	09393	See Table 2
09219	Not Active	09277	Not Active	09336	See Table 2	09394	See Table 2
09220	B-C-D-U	09278	Not Active	09337	See Table 2	09395	See Table 2
09221	Not Active	09279	Not Active	09338	See Table 2	09396	A-B1-F
09222	B-C-D-U	09280	Not Active	09339	See Table 2	09397	See Table 2
09223	Not Active	09281	Not Active	09340	See Table 2	09398	See Table 2
09224	Not Active	09282	Not Active	09341	See Table 2	09399	See Table 2
09225	B-C-D-U	09283	Not Active	09342	See Table 2	09401	Not Active
09226	B-C-D-U	09284	Not Active	09343	See Table 2	09402	Not Active
09227	B-C-D-U	09285	Not Active	09344	See Table 2	09403	Not Active
09228	B-C-D-U	09286	Not Active	09345	See Table 2	09404	Not Active
09229	B-C-D-U	09287	Not Active	09346	See Table 2	09405	Not Active
09230	Not Active	09288	Not Active	09347	See Table 2	09406	Not Active
09231	Not Active	09289	Not Active	09348	See Table 2	09407	Not Active
09232	Not Active	09290	Not Active	09349	See Table 2	09408	Not Active
09233	Not Active	09291	Not Active	09350	See Table 2	09409	B1-C-C1-U
09234	B-C-D-U	09292	Not Active	09351	See Table 2	09410	Not Active
09235	Not Active	09293	Not Active	09352	See Table 2	09411	Not Active
09236	Not Active	09294	Not Active	09353	See Table 2	09412	Not Active
09237	B-C-D-U	09295	Not Active	09354	See Table 2	09413	Not Active
09238	Not Active	09296	Not Active	09355	See Table 2	09414	Not Active
09239	Not Active	09297	Not Active	09356	See Table 2	09415	B1-C-C1-U
09240	Not Active	09298	Not Active	09357	See Table 2	09416	Not Active
09241	Not Active	09299	Not Active	09358	See Table 2	09417	Not Active
09242	B-C-D-U	09301	See Table 2	09359	See Table 2	09418	Not Active
09243	Not Active	09302	See Table 2	09360	See Table 2	09419	B-C-C1-U
09244	B-C-D-U	09303	See Table 2	09361	See Table 2	09420	B-C-C1-U
09245	B-C-D-U	09304	See Table 2	09362	See Table 2	09421	B-C-C1-U
09246	Not Active	09305	See Table 2	09363	See Table 2	09422	B-C-C1-U
09247	Not Active	09306	See Table 2	09364	See Table 2	09423	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09424	Not Active	09482	Not Active	09541	Not Active	09599	None
09425	Not Active	09483	Not Active	09542	Not Active	09601	B-C-F-F1-U
09426	Not Active	09484	Not Active	09543	None	09602	Not Active
09427	Not Active	09485	Not Active	09544	None	09603	B-C-F-F1-U
09428	Not Active	09486	Not Active	09545	None	09604	Not Active
09429	Not Active	09487	Not Active	09546	Not Active	09605	Not Active
09430	Not Active	09488	Not Active	09547	None	09606	Not Active
09431	Not Active	09489	Not Active	09548	Not Active	09607	Not Active
09432	Not Active	09490	Not Active	09549	None	09608	Not Active
09433	Not Active	09491	Not Active	09550	None	09609	B-C-F-U
09434	Not Active	09492	Not Active	09551	None	09610	B-C-F-U
09435	Not Active	09493	Not Active	09552	Not Active	09611	Not Active
09436	Not Active	09494	B-C-C1-U	09553	Not Active	09612	B-C-F-U
09437	Not Active	09495	Not Active	09554	Not Active	09613	B-C-F-U
09438	Not Active	09496	B-C-C1-U	09555	Not Active	09614	Not Active
09439	Not Active	09497	Not Active	09556	None	09615	Not Active
09440	Not Active	09498	B-C-C1-U	09557	None	09616	Not Active
09441	Not Active	09499	B-C-C1-U	09558	None	09617	Not Active
09442	Not Active	09501	None	09559	Not Active	09618	Not Active
09443	Not Active	09502	None	09560	Not Active	09619	B-C-F-U
09444	Not Active	09503	None	09561	Not Active	09620	B-C-F-U
09445	Not Active	09504	None	09562	Not Active	09621	B-C-F-U
09446	Not Active	09505	O	09563	None	09622	B-C-F-U
09447	B-C-C1-U	09506	None	09564	None	09623	B-C-F-U
09448	B-C-C1-U	09507	None	09565	None	09624	B-C-F-U
09449	B-C-C1-U	09508	None	09566	None	09625	B-C-F-U
09450	Not Active	09509	None	09567	None	09626	B-C-F-U
09451	Not Active	09510	None	09568	None	09627	B-C-F-U
09452	Not Active	09511	None	09569	None	09628	B-C-F-F1-U
09453	Not Active	09512	None	09570	None	09629	Not Active
09454	B-C-C1-U	09513	Not Active	09571	Not Active	09630	B-C-F-U
09455	Not Active	09514	Not Active	09572	Not Active	09631	B-C-F-U
09456	B-C-C1-U	09515	Not Active	09573	None	09632	Not Active
09457	Not Active	09516	Not Active	09574	None	09633	Not Active
09458	Not Active	09517	None	09575	None	09634	Not Active
09459	B-C-C1-U	09518	Not Active	09576	None	09635	Not Active
09460	Not Active	09519	Not Active	09577	None	09636	Not Active
09461	B-C-C1-U	09520	Not Active	09578	None	09637	Not Active
09462	Not Active	09521	Not Active	09579	None	09638	Not Active
09463	B-C-C1-U	09522	Not Active	09580	None	09639	Not Active
09464	B-C-C1-U	09523	Not Active	09581	None	09640	Not Active
09465	B-C-C1-U	09524	Not Active	09582	None	09641	Not Active
09466	Not Active	09525	Not Active	09583	Not Active	09642	B-N-U
09467	Not Active	09526	Not Active	09584	Not Active	09643	B-N-U
09468	B-C-C1-U	09527	Not Active	09585	Not Active	09644	U
09469	B-C-C1-U	09528	Not Active	09586	None	09645	U
09470	B-C-C1-U	09529	None	09587	None	09646	Not Active
09471	Not Active	09530	Not Active	09588	None	09647	B-N-U
09472	Not Active	09531	None	09589	Not Active	09648	Not Active
09473	Not Active	09532	None	09590	None	09649	Not Active
09474	Not Active	09533	Not Active	09591	None	09650	Not Active
09475	Not Active	09534	None	09592	Not Active	09651	Not Active
09476	Not Active	09535	Not Active	09593	None	09652	Not Active
09477	Not Active	09536	None	09594	None	09653	Not Active
09478	Not Active	09537	Not Active	09595	None	09654	Not Active
09479	Not Active	09538	None	09596	None	09655	Not Active
09480	Not Active	09539	Not Active	09597	Not Active	09656	Not Active
09481	Not Active	09540	Not Active	09598	Not Active	09657	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09658	Not Active	09717	B-M-W	09775	Not Active	09831	F-N
09659	Not Active	09718	B-F-I-N-U	09776	Not Active	09832	B1-U1
09660	Not Active	09719	Not Active	09777	A-B-C-E1-N	09833	B1-U1
09661	Not Active	09720	B-U	09778	Not Active	09834	None
09662	Not Active	09721	B-N-U	09779	A-B1-C1-F-R	09835	A-B1
09663	Not Active	09722	B-C-D-N-U	09780	A-B1-C1-F-I-N-R	09836	A-B-C-F-M
09664	Not Active	09723	B-N-U	09781	A-B1-C1-F-I-N-R	09837	Not Active
09665	Not Active	09724	B	09782	A-B1-C1-F-I-N-R	09838	Not Active
09666	Not Active	09725	C	09783	A-B1-C1-F-I-N-R	09839	A-B1-U
09667	Not Active	09726	B-N-U	09784	B-C-F-R	09840	Not Active
09668	Not Active	09727	None	09785	A-B1-C1-F-I-N-R	09841	A-B1
09669	Not Active	09728	C	09786	A-B1-C1-F-I-N-R	09842	A-B1
09670	Not Active	09729	C	09787	A-B1-C1-F-I-N-R	09843	A-B1
09671	Not Active	09730	None	09788	A-B1-C1-F-I-N-R	09844	Not Active
09672	Not Active	09731	N	09789	A-B1-C1-F-I-N-R	09845	Not Active
09673	Not Active	09732	None	09790	A-B1-C1-F-I-N-R	09846	Not Active
09674	Not Active	09733	B1-I-N	09791	A-B1-C1-E1-F-I-M- N-R	09847	Not Active
09675	Not Active	09734	B1-I-N	09792	B-C-F-U	09848	Not Active
09676	Not Active	09735	Not Active	09793	A-B1-C1-F-I-N-R	09849	Not Active
09677	Not Active	09736	Not Active	09794	A-B1-C1-F-I-N-R	09850	Not Active
09678	Not Active	09737	Not Active	09795	A-B1-C1-F-I-N-R	09851	Not Active
09679	Not Active	09738	Not Active	09796	A-B1-C1-F-I-N-R	09852	B-E2-F-H1-R-R1-U2
09680	Not Active	09739	Not Active	09797	Not Active	09853	B-E2-F-H1-R-R1-U2
09681	Not Active	09740	Not Active	09798	Not Active	09854	Not Active
09682	Not Active	09741	Not Active	09799	Not Active	09855	B-F-H1-R-U1
09683	Not Active	09742	Not Active	09800	Not Active	09856	Not Active
09684	Not Active	09743	Not Active	09801	Not Active	09857	Not Active
09685	Not Active	09744	Not Active	09802	B-E2-F-H1-R-R1-U2	09858	B-E2-F-H1-R-R1-U2
09686	Not Active	09745	Not Active	09803	B-E2-F-H1-R-R1-U2	09859	Not Active
09687	Not Active	09746	Not Active	09804	B-E2-F-H1-R-R1-U2	09860	Not Active
09688	Not Active	09747	Not Active	09805	B-E2-F-H1-R-R1-U2	09861	Not Active
09689	Not Active	09748	Not Active	09806	Not Active	09862	Not Active
09690	Not Active	09749	Not Active	09807	Not Active	09863	Not Active
09691	Not Active	09750	Not Active	09808	B-E2-F-H1-R-R1-U2	09864	Not Active
09692	Not Active	09751	Not Active	09809	B-E2-F-H1-R-R1-U2	09865	A-B1
09693	Not Active	09752	Not Active	09810	B-E2-F-H1-R-R1-U2	09866	B-E2-F-H1-R-U1
09694	Not Active	09753	Not Active	09811	B-E2-F-H1-R-R1-U2	09867	Not Active
09695	Not Active	09754	Not Active	09812	B-E2-E3-F-F1-I-N- R-U	09868	X
09696	Not Active	09755	Not Active	09813	Service Suspended	09869	Not Active
09697	Not Active	09756	Not Active	09814	B-E2-E3-F-F1-I-N- R-U	09870	Not Active
09698	Not Active	09757	Not Active	09815	N	09871	B-E2-F-H1-R-U1
09699	Not Active	09758	Not Active	09816	A-B1-F	09872	Not Active
09701	Not Active	09759	Not Active	09817	Not Active	09873	Not Active
09702	Not Active	09760	Not Active	09818	Not Active	09874	Not Active
09703	B1-C-F1	09761	Not Active	09819	A-B1-F-P	09875	X
09704	B-C-D	09762	Not Active	09820	Not Active	09876	X
09705	B1	09763	Not Active	09821	A-B1-F	09877	X
09706	B-C-D-U	09764	Not Active	09822	A-B1-F	09878	X
09707	B-C-D-U	09765	Not Active	09823	A-B1-F	09879	Not Active
09708	B1	09766	Not Active	09824	A-B1-F	09880	B-E2-F-H1-R-R1-U2
09709	Not Active	09767	Not Active	09825	A-B1-F	09881	X
09710	Not Active	09768	Not Active	09826	Not Active	09882	X
09711	Not Active	09769	Not Active	09827	A-B1-F	09883	X
09712	Not Active	09770	Not Active	09828	I-N	09884	X
09713	B1-C-F1	09771	Not Active	09829	N	09885	X
09714	B	09772	Not Active	09830	B-C	09886	X
09715	B-F1	09773	Not Active			09887	X
09716	B-C-D-N-U	09774	Not Active			09888	B-E2-F-H1-R-R1-U2

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09889	B-E2-F-H1-R-R1-U2	09948	Not Active	34007	B-U	34065	Not Active
09890	X	09949	Not Active	34008	Not Active	34066	Not Active
09891	X	09950	Not Active	34009	B	34067	Not Active
09892	A-B-F-R-R1	09951	Not Active	34010	Not Active	34068	Not Active
09893	X	09952	Not Active	34011	B	34069	Not Active
09894	B-E2-F-H1-R-R1-U2	09953	Not Active	34012	B-U	34070	Not Active
09895	X	09954	Not Active	34013	Not Active	34071	Not Active
09896	X	09955	Not Active	34014	Not Active	34072	Not Active
09897	X	09956	Not Active	34015	Not Active	34073	Not Active
09898	B-E2-F-H1-R-U1	09957	Not Active	34016	Not Active	34074	Not Active
09899	X	09958	Not Active	34017	Not Active	34075	Not Active
09901	Not Active	09959	Not Active	34018	Not Active	34076	Not Active
09902	Not Active	09960	Not Active	34019	Not Active	34077	Y
09903	Not Active	09961	Not Active	34020	B-M-N	34078	Not Active
09904	Not Active	09962	Not Active	34021	M-N	34079	Not Active
09905	Not Active	09963	Not Active	34022	B-D-F-M	34080	Not Active
09906	Not Active	09964	Not Active	34023	B-M-N	34081	Not Active
09907	Not Active	09965	Not Active	34024	B-M-N	34082	Not Active
09908	Not Active	09966	Not Active	34025	B-F-N-U	34083	Not Active
09909	Not Active	09967	Not Active	34026	Not Active	34084	Not Active
09910	Not Active	09968	Not Active	34027	Not Active	34085	Not Active
09911	Not Active	09969	Not Active	34028	B-U	34086	None
09912	Not Active	09970	Not Active	34029	Not Active	34087	Not Active
09913	Not Active	09971	Not Active	34030	B-I-I1-M	34088	Not Active
09914	Not Active	09972	Not Active	34031	B-M-N	34089	Not Active
09915	Not Active	09973	Not Active	34032	M-N	34090	None
09916	Not Active	09974	Not Active	34033	C-F-M-N	34091	None
09917	Not Active	09975	Not Active	34034	B1-M-N	34092	None
09918	Not Active	09976	Not Active	34035	B1-H-M-N	34093	None
09919	Not Active	09977	Not Active	34036	M-N	34094	Not Active
09920	Not Active	09978	Not Active	34037	B-C-F-H-I-M-N	34095	Not Active
09921	Not Active	09979	Not Active	34038	B-I-M-N	34096	Not Active
09922	Not Active	09980	Not Active	34039	N	34097	Not Active
09923	Not Active	09981	Not Active	34040	None	34098	None
09924	Not Active	09982	Not Active	34041	B-M-N-U	34099	None
09925	Not Active	09983	Not Active	34042	B-D-F-M	96201	A-B
09926	Not Active	09984	Not Active	34043	Not Active	96202	A-B
09927	Not Active	09985	Not Active	34044	Not Active	96203	A-B
09928	Not Active	09986	Not Active	34045	Not Active	96204	A-B
09929	Not Active	09987	Not Active	34046	Not Active	96205	A-B-U
09930	Not Active	09988	Not Active	34047	B-M-N	96206	A-B-U
09931	Not Active	09989	Not Active	34048	B-M-N	96207	A-B
09932	Not Active	09990	Not Active	34049	B-M-N	96208	A-B-U
09933	Not Active	09991	Not Active	34050	None	96209	Not Active
09934	Not Active	09992	Not Active	34051	None	96210	Not Active
09935	Not Active	09993	Not Active	34052	Not Active	96211	Not Active
09936	Not Active	09994	Not Active	34053	None	96212	A-B-U
09937	Not Active	09995	Not Active	34054	None	96213	Not Active
09938	Not Active	09996	Not Active	34055	N	96214	A-B-U
09939	Not Active	09997	Not Active	34056	Not Active	96215	A-B-U
09940	Not Active	09998	Not Active	34057	Not Active	96216	Not Active
09941	Not Active	09999	Not Active	34058	B	96217	A-B-U
09942	Not Active	34001	B-U	34059	Not Active	96218	A-B-U
09943	Not Active	34002	B-U	34060	B	96219	A-B-U
09944	Not Active	34003	B-U	34061	B-U	96220	A-B-U
09945	Not Active	34004	B-U	34062	Not Active	96221	A-B-U
09946	Not Active	34005	B-U	34063	Not Active	96222	Not Active
09947	Not Active	34006	B	34064	Not Active	96223	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
96224	A-B-U	96282	Not Active	96341	Not Active	96399	Not Active
96225	Not Active	96283	A-B-U	96342	Not Active	96401	Not Active
96226	Not Active	96284	A-B-U	96343	B-M-W	96402	Not Active
96227	Not Active	96285	Not Active	96344	Not Active	96403	Not Active
96228	Not Active	96286	Not Active	96345	Not Active	96404	Not Active
96229	Not Active	96287	Not Active	96346	Not Active	96405	Not Active
96230	Not Active	96288	Not Active	96347	B-M-W	96406	Not Active
96231	Not Active	96289	Not Active	96348	B-M-W	96407	Not Active
96232	Not Active	96290	Not Active	96349	B-M-W	96408	Not Active
96233	Not Active	96291	Not Active	96350	B-M-W	96409	Not Active
96234	Not Active	96292	Not Active	96351	Not Active	96410	Not Active
96235	Not Active	96293	Not Active	96352	Not Active	96411	Not Active
96236	Not Active	96294	Not Active	96353	Not Active	96412	Not Active
96237	Not Active	96295	Not Active	96354	Not Active	96413	Not Active
96238	Not Active	96296	Not Active	96355	Not Active	96414	Not Active
96239	Not Active	96297	A-B-U	96356	Not Active	96415	Not Active
96240	Not Active	96298	Not Active	96357	Not Active	96416	Not Active
96241	Not Active	96299	Not Active	96358	Not Active	96417	Not Active
96242	Not Active	96301	Not Active	96359	Not Active	96418	Not Active
96243	Not Active	96302	Not Active	96360	Not Active	96419	Not Active
96244	Not Active	96303	Not Active	96361	Not Active	96420	Not Active
96245	Not Active	96304	Not Active	96362	B-M-W	96421	Not Active
96246	Not Active	96305	Not Active	96363	Not Active	96422	Not Active
96247	Not Active	96306	B-M-W	96364	B-L-M-W	96423	Not Active
96248	Not Active	96307	Not Active	96365	B-M-W	96424	Not Active
96249	Not Active	96308	Not Active	96366	Not Active	96425	Not Active
96250	Not Active	96309	B-M-W	96367	B-L-M-W	96426	Not Active
96251	A-B-U	96310	B-M-W	96368	B-M-W	96427	Not Active
96252	Not Active	96311	Not Active	96369	Not Active	96428	Not Active
96253	Not Active	96312	Not Active	96370	B-M-W	96429	Not Active
96254	Not Active	96313	B-M-W	96371	Not Active	96430	Not Active
96255	Not Active	96314	Not Active	96372	B-M-W	96431	Not Active
96256	Not Active	96315	Not Active	96373	B-M-W	96432	Not Active
96257	A-B-U	96316	Not Active	96374	B-M-W	96433	Not Active
96258	A-B-U	96317	Not Active	96375	B-M-W	96434	Not Active
96259	A-B-U	96318	Not Active	96376	B-M-W	96435	Not Active
96260	A-B-U	96319	B-M-W	96377	B-M-W	96436	Not Active
96261	Not Active	96320	Not Active	96378	B-M-W	96437	Not Active
96262	A-B-U	96321	B-M-W	96379	B-M-W	96438	Not Active
96263	Not Active	96322	B-M-W	96380	Not Active	96439	Not Active
96264	A-B-U	96323	B-M-W	96381	Not Active	96440	B-F
96265	Not Active	96324	Not Active	96382	Not Active	96441	Not Active
96266	A-B-U	96325	B-M-W	96383	Not Active	96442	Not Active
96267	A-B-U	96326	B-M-W	96384	B-M-W	96443	Not Active
96268	Not Active	96327	Not Active	96385	Not Active	96444	Not Active
96269	A-B-U	96328	B-M-W	96386	B-M-W	96445	Not Active
96270	Not Active	96329	Not Active	96387	B-M-W	96446	Not Active
96271	A-B-U	96330	B-M-W	96388	B-M-W	96447	Not Active
96272	Not Active	96331	Not Active	96389	Not Active	96448	Not Active
96273	Not Active	96332	Not Active	96390	Not Active	96449	Not Active
96274	Not Active	96333	Not Active	96391	Not Active	96450	Not Active
96275	A-B	96334	Not Active	96392	Not Active	96451	Not Active
96276	A-B	96335	Not Active	96393	Not Active	96452	Not Active
96277	Not Active	96336	B-M-W	96394	Not Active	96453	Not Active
96278	A-B-U	96337	B-M-W	96395	Not Active	96454	Not Active
96279	Not Active	96338	B-M-W	96396	Not Active	96455	Not Active
96280	Not Active	96339	B-M-W	96397	Not Active	96456	Not Active
96281	Not Active	96340	Not Active	96398	Not Active	96457	Not Active



APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
96458	Not Active	96517	Not Active	96575	Not Active	96635	None
96459	Not Active	96518	None	96576	Not Active	96636	Not Active
96460	Not Active	96519	Not Active	96577	Not Active	96637	Not Active
96461	Not Active	96520	F-U3	96578	Not Active	96638	Not Active
96462	Not Active	96521	F	96579	Not Active	96639	Not Active
96463	Not Active	96522	F-U	96580	Not Active	96640	Not Active
96464	None	96523	Not Active	96581	Not Active	96641	None
96465	Not Active	96524	Not Active	96582	Not Active	96642	None
96466	Not Active	96525	Not Active	96583	Not Active	96643	None
96467	Not Active	96526	Not Active	96584	Not Active	96644	None
96468	Not Active	96527	Not Active	96585	Not Active	96645	Not Active
96469	Not Active	96528	Not Active	96586	Not Active	96646	Not Active
96470	Not Active	96529	A-B-H-M-N-U	96587	Not Active	96647	Not Active
96471	Not Active	96530	A-B-H-M-N-U	96588	Not Active	96648	None
96472	Not Active	96531	B-H-M	96589	Not Active	96649	None
96473	Not Active	96532	Not Active	96590	Not Active	96650	Not Active
96474	Not Active	96533	Not Active	96591	Not Active	96651	Not Active
96475	Not Active	96534	A-F	96592	Not Active	96652	Not Active
96476	Not Active	96535	A-B-F	96593	Not Active	96653	Not Active
96477	Not Active	96536	B3	96594	Not Active	96654	Not Active
96478	Not Active	96537	B3	96595	Not Active	96655	Not Active
96479	Not Active	96538	B3	96596	Not Active	96656	Not Active
96480	Not Active	96539	B3	96597	Not Active	96657	Not Active
96481	Not Active	96540	B3	96598	None	96658	Not Active
96482	Not Active	96541	B3	96599	None	96659	Not Active
96483	Not Active	96542	B3	96601	None	96660	None
96484	Not Active	96543	B3-P	96602	None	96661	None
96485	Not Active	96544	B3	96603	None	96662	None
96486	Not Active	96545	Not Active	96604	None	96663	None
96487	Not Active	96546	F-U3	96605	O	96664	None
96488	Not Active	96547	F-U3	96606	None	96665	None
96489	Not Active	96548	A-B-H-M-U	96607	None	96666	None
96490	Not Active	96549	A-B-H-M-U	96608	None	96667	None
96491	Not Active	96550	Not Active	96609	None	96668	None
96492	Not Active	96551	A-B-H-M-U	96610	None	96669	None
96493	Not Active	96552	A-B-H-M-U	96611	None	96670	None
96494	Not Active	96553	A-B-H-I-M-N-U	96612	None	96671	None
96495	Not Active	96554	A-B-H-M-U	96613	Not Active	96672	None
96496	Not Active	96555	B-F-M	96614	Not Active	96673	None
96497	Not Active	96556	None	96615	Not Active	96674	None
96498	Not Active	96557	B-F-M	96616	Not Active	96675	None
96499	Not Active	96558	None	96617	Not Active	96676	None
96501	Not Active	96559	Not Active	96618	None	96677	None
96502	Not Active	96560	Not Active	96619	Not Active	96678	None
96503	Not Active	96561	Not Active	96621	None	96679	None
96504	Not Active	96562	Not Active	96622	None	96680	Not Active
96505	None	96563	Not Active	96623	None	96681	None
96506	None	96564	Not Active	96624	None	96682	None
96507	Not Active	96565	Not Active	96625	None	96683	None
96508	None	96566	Not Active	96626	None	96684	None
96509	Not Active	96567	Not Active	96627	None	96685	Not Active
96510	Not Active	96568	Not Active	96628	None	96686	None
96511	B1-I-N	96569	Not Active	96629	None	96687	None
96512	None	96570	Not Active	96630	Not Active	96688	Not Active
96513	Not Active	96571	Not Active	96631	Not Active	96689	Not Active
96514	Not Active	96572	Not Active	96632	Not Active	96690	Not Active
96515	Not Active	96573	Not Active	96633	Not Active	96691	Not Active
96516	None	96574	Not Active	96634	None	96692	Not Active

<b>APO/ FPO</b>	<b>See Restrictions</b>	<b>APO/ FPO</b>	<b>See Restrictions</b>	<b>APO/ FPO</b>	<b>See Restrictions</b>	<b>APO/ FPO</b>	<b>See Restrictions</b>
96693	Not Active	98721	Not Active	98748	Not Active	98774	Not Active
96694	Not Active	98722	Not Active	98749	Not Active	98775	Not Active
96695	Not Active	98723	Not Active	98750	Not Active	98776	Not Active
96696	Not Active	98724	Not Active	98751	Not Active	98777	Not Active
96697	None	98725	Not Active	98752	Not Active	98778	Not Active
96698	None	98726	Not Active	98753	Not Active	98779	Not Active
96699	Not Active	98727	Not Active	98754	Not Active	98780	Not Active
98701	Not Active	98728	Not Active	98755	Not Active	98781	Not Active
98702	Not Active	98729	Not Active	98756	Not Active	98782	Not Active
98703	Not Active	98730	Not Active	98757	Not Active	98783	Not Active
98704	Not Active	98731	Not Active	98758	Not Active	98784	Not Active
98705	Not Active	98732	Not Active	98759	Not Active	98785	Not Active
98706	Not Active	98733	Not Active	98760	Not Active	98786	Not Active
98707	Not Active	98734	Not Active	98761	Not Active	98787	Not Active
98708	Not Active	98735	Not Active	98762	Not Active	98788	Not Active
98709	Not Active	98736	Not Active	98763	Not Active	98789	Not Active
98710	Not Active	98737	Not Active	98764	Not Active	98790	Not Active
98711	Not Active	98738	Not Active	98765	Not Active	98791	Not Active
98712	Not Active	98739	Not Active	98766	Not Active	98792	Not Active
98713	Not Active	98740	Not Active	98767	Not Active	98793	Not Active
98714	Not Active	98741	Not Active	98768	Not Active	98794	Not Active
98715	Not Active	98742	Not Active	98769	Not Active	98795	Not Active
98716	Not Active	98743	Not Active	98770	Not Active	98796	Not Active
98717	Not Active	98744	Not Active	98771	Not Active	98797	Not Active
98718	Not Active	98745	Not Active	98772	Not Active	98798	Not Active
98719	Not Active	98746	Not Active	98773	Not Active	98799	Not Active
98720	Not Active	98747	Not Active				

**Table 2 Contingency Military ZIP Codes**

**Acceptance Clerks.** The 9-digit APO/FPO ZIP Codes listed in Table 2 are assigned to support the military in time of war or other emergency. Use Table 2 with the integrated retail terminal (IRT) to determine whether an APO/FPO

Contingency ZIP Code is authorized for use in response to a declared emergency, its duration, and what conditions of mailing apply.

APO/FPO	Effective Dates	See Restrictions	APO/FPO	Effective Dates	See Restrictions
09301-0001	Active	A-B1-F-F1-I-R	09332-0320	Active	None
09301-0001	Active	A-B1-F-F1-I-R	09332-0340	Active	None
09301-1080	Active	A-B1-F-F1-I-R	09332-0380	Active	None
09301-1180	Active	A-B1-F-F1-I-R	09332-0390	Active	None
09301-1280	Active	A-B1-F-F1-I-R	09332-1380	Active	None
09301-3080	Active	A-B1-F-F1-I-R	09334-0310	Active	None
09301-3110	Active	A-B1-F-F1-I-R	09334-0320	Active	None
09301-3120	Active	A-B1-F-F1-I-R	09334-0330	Active	None
09301-3130	Active	A-B1-F-F1-I-R	09334-0340	Active	None
09301-3140	Active	A-B1-f-F1-I-R	09334-0390	Active	None
09301-3180	Active	A-B1-F-F1-I-R	09334-6210	Active	None
90301-3190	Active	A-B1-F-F1-I-R	09334-6230	Active	None
09301-3310	Active	A-B1-F-F1-I-R	09334-9480	Active	None
09301-3320	Active	A-B1-F-F1-I-R	09334-9520	Active	None
09301-3330	Active	A-B1-F-F1-I-R	09334-9580	Active	None
09301-3340	Active	A-B1-F-F1-I-R	09335-0410	Active	A-B1-F-F1-I-R
09301-3380	Active	A-B1-F-F1-I-R	09335-0790	Active	None
09301-3390	Active	A-B1-F-F1-I-R	09335-9320	Active	None
09301-3820	Active	A-B1-F-F1-I-R	09336-0960	Active	None
09301-3930	Active	A-B1-F-F1-I-R	09336-9210	Active	A-B1-F-F1-I-R
09301-4320	Active	None	09336-9310	Active	A-B1-F-F1-I-R
09301-4440	Active	A-B1-F-F1-I-R	09337-0950	Active	None
09301-4510	Active	None	09337-2110	Active	None
09301-7440	Active	A-B1-F-F1-I-R	09337-2120	Active	None
09301-7520	Active	A-B1-F-F1-I-R	09337-2130	Active	None
09301-9010	Active	A-B1-F-F1-I-R	09337-2180	Active	None
09301-9090	Active	A-B1-F-F1-I-R	09337-2190	Active	None
09310-2080	Active	None	09337-6010	Active	None
09310-7010	Active	I-N	09337-6020	Active	A-B1-F-F1-I-R
09310-7020	Active	None	09337-6030	Active	None
09310-7030	Active	A-B1-F-F1-I-R	09337-6080	Active	None
09310-7080	Active	A-B1-F-F1-I-R	09337-6280	Active	None
09317-1180	Active	None	09337-6290	Active	None
09320-2080	Active	A-B1-F-F1-I-R	09339-9060	Active	None
09320-2210	Active	A-B1-F-F1-I-R	09339-9680	Active	None
09320-4080	Active	A-B1-F-F1-I-R	09360-0005	Active	I-N
09320-6510	Active	A-B1-F-F1-I-R	09360-0006	Active	I-N
09320-9230	Active	A-B1-F-F1-I-R	09360-0007	Active	I-N
09330-9110	Active	I-N	09360-0008	Active	I-N
09330-9130	Active	None	09360-0009	Active	I-N
09330-9310	Active	None	09370-0001	Active	I-N
09332-0310	Active	None	09370-0002	Active	I-N

<b>APO/FPO</b>	<b>Effective Dates</b>	<b>See Restrictions</b>	<b>APO/FPO</b>	<b>Effective Dates</b>	<b>See Restrictions</b>
09370-0003	Active	A-B1-F-F1-I-R	09383-9420	Active	A-B1-F-F1-I-R
09370-0004	Active	A-B1-F-F1-I-R	09383-9430	Active	A-B1-F-F1-I-R
09370-0005	Active	A-B1-F-F1-I-R	09383-9480	Active	A-B1-F-F1-I-R
09370-2000	Active	A-B1-F-F1-I-R	09383-9490	Active	A-B1-F-F1-I-R
09371-0001	Active	A-B1-F-F1-I-R	09383-9990	Active	A-B1-F-F1-I-R
09371-0002	Active	A-B1-F-F1-I-R	09384-0710	Active	None
09371-0003	Active	None	09384-0810	Active	A-B1-F-F1-I-R
09371-0004	Active	A-B1-F-F1-I-R	09384-6380	Active	A-B1-F-F1-I-R
09371-0005	Active	A-B1-F-F1-I-R	09384-9280	Active	A-B1-F-F1-I-R
09371-2000	Active	A-B1-F-F1-I-R	09384-9410	Active	A-B1-F-F1-I-R
09372-0001	Active	A-B1-F-F1-I-R	09384-9420	Active	None
09372-0002	Active	A-B1-F-F1-I-R	09384-9710	Active	None
09372-0003	Active	A-B1-F-F1-I-R	09384-9720	Active	None
09372-0004	Active	A-B1-F-F1-I-R	09384-9730	Active	None
09372-0005	Active	A-B1-F-F1-I-R	09384-9780	Active	None
09380-0001	Active	A-B1-F-F1-I-R	09385-0010	Active	None
09380-9120	Active	A-B1-F-F1-I-R	09385-1120	Active	A-B1-F-F1-I-R
09380-9990	Active	A-B1-F-F1-I-R	09385-1130	Active	A-B1-F-F1-I-R
09381-0980	Active	A-B1-F-F1-I-R	09385-1140	Active	A-B1-F-F1-I-R
09381-6180	Active	A-B1-F-F1-I-R	09385-1210	Active	A-B1-F-F1-I-R
09381-6440	Active	A-B1-F-F1-I-R	09385-1280	Active	A-B1-F-F1-I-R
09383-0080	Active	A-B1-F-F1-I-R	09385-1290	Active	A-B1-F-F1-I-R
09383-0090	Active	A-B1-F-F1-I-R	09385-1310	Active	A-B1-F-F1-I-R
09383-0210	Active	A-B1-F-F1-I-R	09385-1320	Active	A-B1-F-F1-I-R
09383-0220	Active	A-B1-F-F1-I-R	09385-1330	Active	A-B1-F-F1-I-R
09383-0230	Active	A-B1-F-F1-I-R	09385-1340	Active	A-B1-F-F1-I-R
09383-0280	Active	A-B1-F-F1-I-R	09385-1410	Active	A-B1-F-F1-I-R
09383-0310	Active	A-B1-F-F1-I-R	09385-1420	Active	A-B1-F-F1-I-R
09383-0380	Active	A-B1-F-F1-I-R	09385-1430	Active	A-B1-F-F1-I-R
09383-0390	Active	A-B1-F-F1-I-R	09385-1480	Active	A-B1-F-F1-I-R
09383-0510	Active	A-B1-F-F1-I-R	09385-1490	Active	A-B1-F-F1-I-R
09383-0689	Active	A-B1-F-F1-I-R	09385-1580	Active	A-B1-F-F1-I-R
09383-2080	Active	A-B1-F-F1-I-R	09389-2110	Active	A-B1-F-F1-I-R
09383-2310	Active	A-B1-F-F1-I-R	09389-2120	Active	A-B1-F-F1-I-R
09383-2320	Active	A-B1-F-F1-I-R	09389-2150	Active	A-B1-F-F1-I-R
09383-2330	Active	A-B1-F-F1-I-R	09389-2230	Active	A-B1-F-F1-I-R
09383-2380	Active	A-B1-F-F1-I-R	09389-2390	Active	A-B1-F-F1-I-R
09383-2390	Active	A-B1-F-F1-I-R	09389-2580	Active	A-B1-F-F1-I-R
09383-9120	Active	A-B1-F-F1-I-R	09389-9010	Active	A-B1-F-F1-I-R

**RESTRICTIONS**

**LEGEND**

Form 2966-A, *Parcel Post Customs Declaration—United States of America* (one-part customs declaration)

Form 2966-B, *Parcel Post Customs Declaration and Dispatch Note* (three-part customs declaration)

- AAFES = Army and Air Force Exchange Service
- APO = Army/Air Force Post Office
- Box R = Retired military personnel
- FPO = Fleet Post Office
- DMM = *Domestic Mail Manual*
- MOM = Military Ordinary Mail
- MPO = Military Post Office
- PAL = Parcel Airlift
- PSC = Postal Service Center
- SAM = Space Available Mail
- USDA = United States Department of Agriculture

Note: Mail order catalogs are prohibited as SAM or PAL mail.

**A.** Securities, currency, or precious metals in their raw, unmanufactured state are prohibited. Official shipments are exempt from this restriction.

**B.** Form 2966-A is required. Prepaid mail from a contractor addressed to a military organization for official use need not bear a customs declaration, but must be endorsed "Contents for Official Use—Exempt from Customs Requirement." Official mail from government agencies does not require a customs declaration or an exemption endorsement.

**B1.** Form 2966-B is required. Articles are liable for customs duty and/or purchase tax unless they are bona fide gifts intended for use by military personnel or their dependents. When the contents of a parcel meet these requirements, the mailer must endorse the customs form, "Certified to be a bona fide gift, personal effects, or items for personal use of military personnel and dependents," under the heading, Description of Contents.

**B2.** Form 2966-A is required except on official mail, which does not require customs declaration or exemption endorsement. The AAFES will furnish a computer listing of all items mailed from its activities to Philippine APOs. Other mail order companies must either use Form 2966-A on each item or provide computer lists. Computer listings must include a description of the items, the dollar values of the items, and complete address including the PSC box number and APO of the addressee, the date of mailing, the insurance registry number, if applicable, and the serial number of any item over \$25 in value and any electrical item with a plug over \$15 in value.

**B3.** Form 2966-A is required for mailing between MPOs. Prepaid mail from contractors addressed to a military organization for official use need not bear a customs declaration, but must be endorsed "Contents for Official Use—Exempt from Customs Requirement." Official mail from government agencies does not require a customs declaration or exemption endorsement.

**C.** Cigarettes and other tobacco products are prohibited.

**C1.** Obscene articles, prints, paintings, cards, films, videotape, etc., and horror comics and matrices are prohibited.

**D.** Coffee is prohibited.

**E1.** Medicines or vaccines not conforming to French laws are prohibited.

**E2.** Any matter containing religious materials contrary to Islamic faith or depicting nude or seminude persons, pornographic or sexual items, or nonauthorized political materials is prohibited.

**E3.** Radio transceivers or cordless telephones are prohibited.

**F.** Firearms of any type are prohibited in all classes of mail. See definitions of firearms in DMM C022.1.1. This restriction does not apply to firearms mailed to or by official U.S. government agencies.

**F1.** Privately owned weapons addressed to an individual are prohibited in any class of mail.

**F2.** Importation of firearms is restricted to one shotgun and one single shot .22 caliber rifle per individual.

**G.** Only First-Class letters, second- and third-class mail are authorized.

**H.** Meats, including preserved meats, whether hermetically sealed or not, are prohibited.

**H1.** Pork or pork by-products are prohibited.

**I.** Mail of all classes must fit in a mail sack. Mail may not exceed the following dimensions:

Length

- 42" ..... 72" length and girth combined
- over 42" to 44" ..... 24" girth
- over 44" to 46" ..... 20" girth
- over 46" to 48" ..... 16" girth
- Maximum length 48"

This restriction does not apply to registered mail and official government mail marked MOM.

**K.** Mail that includes in the address the words, "Dependent Mail Section," may consist only of letter mail, newspapers, magazines and books. No parcel of any class containing any other matter may be mailed to the Dependent Mail section. This restriction does not apply if the address does not include the words "Dependent Mail Section."

**L.** All official mail is prohibited.

**M.** Fruits, animals, and living plants are prohibited.

**N.** Registered mail is prohibited.

**O.** Personal mail addressed to vessels using this number is limited to unregistered First-Class Mail and certified mail. Other classes of mail are prohibited

**P.** APO is used for the receipt and dispatch of official mail only.

**Q.** Mail may not exceed 66 pounds, and size is limited to 42 inches maximum length and 72 inches maximum length and girth combined.

**R.** All alcoholic beverages, including those mailable under DMM part C021, are prohibited.

**R1.** Materials used in the production of alcoholic beverages (i.e., distilling material, hops, malts, yeast, etc.) are prohibited.

**T.** Mailings of case lots of food and supplemental household shipments must be approved by the sender's parent agency prior to mailing.

**U.** Parcels must weigh less than 16 ounces when addressed to Box R. This restriction does not apply to mail endorsed "Free Matter for the Blind or Handicapped."

**U1.** Mail is limited to First-Class Mail weighing 12 ounces or less when addressed to Box R. This restriction does not apply to mail endorsed "Free Matter for the Blind or Handicapped." Videotapes are prohibited when addressed to Box R, regardless of weight.

**U2.** Mail is limited to First-Class letters only when addressed to Box R.

**U3.** Mail is limited to First-Class correspondence (including voice and video cassettes), newspapers, magazines, photographs, not exceeding 16 ounces, when addressed to Box R.

**W.** Meat products, such as dried beef, salami, and sausage, may be mailed, provided they remain in their original, hermetically sealed packages and bear USDA certification. Other meats, bones, skin, hair, feathers, horns or hoofs of hoofed animals, wool samples, tobacco leaves, including chewing and pipe tobacco, snuff, cigars, and cigarettes, or obscene material, including obscene drawings, photographs, films, and carvings, are prohibited. Exception: 200 grams of tobacco per parcel are permitted duty free.

**X.** Personal mail is limited to First-Class Mail (to include audio cassettes and voice tapes) weighing 11 ounces or less. This limitation does not apply to official mail.

**Y.** Mail is limited to First-Class and Priority Mail only. All second-class, third-class, and fourth-class mail (including SAM and PAL) are not authorized. This restriction also applies to official mail.

# FINANCE

HANDBOOK F-10 REVISION

## Change in Per Diem Rate and Per Diem When Lodging Is Not Required

Postal Bulletin 21872, 7-21-94, stated that the per diem rate to be used on the traveler's return trip home would be the per diem rate at the traveler's final outbound destination continued in effect on the return trip home. Effective with this *Postal Bulletin*, the per diem rate to be used on the traveler's return trip home is that of the traveler's permanent duty station.

Handbook F-10, *Travel Policy*, is amended as follows:

### Chapter 2

### Personal Expense Allowances

#### 210 Figuring personal expense allowances

\* \* \* \* \*

#### 213 Per diem—lodging not required

When lodging is not required and you are in a regular travel status (not local travel) for more than 10 consecutive hours and less than 24 hours, you are entitled to per diem. *Note:* Employees on local travel are not entitled to per diem. When you are on regular travel, determine the rate of per diem by following the guidelines in section 214.2 of this handbook. Per diem rates are shown in Appendix B, part II. The amount of per diem allowed is based on 6-hour segments *computed on actual elapsed time*.

**For example:** A traveler departs from the official duty station at 6:30 a.m. and returns at 6:10 p.m.; the total elapsed time is 11 hours and 40 minutes. In this example, the traveler will be entitled to two periods of per diem—for the one full 6-hour period and a fraction of a second 6-hour period (5 hours, 40 minutes).

#### 214 Duration of official travel

\* \* \* \* \*

**214.2 Change in per diem rate.** When a change occurs in the per diem rate from high to average cost area or vice versa, the per diem rate in effect at the beginning of the quarter day in which the change occurs will continue until the end of that quarter day. The per diem rate in effect at the beginning of that quarter day is the per diem rate at the traveler's destination. The per diem rate for the traveler's return trip is that of the traveler's permanent duty station.

\* \* \* \* \*

### Appendix B

#### Reimbursement Rates

\* \* \* \* \*

#### II. Per Diem Rates

\* \* \* \* \*

#### B. If lodging is required

When a traveler is in a travel status and lodging is required, per diem will be allowed at the rates established in this handbook for each 6-hour segment or fraction thereof. (See section C below for high cost areas.) For segments where travel occurs between areas with different per diem rates, the per diem rate in effect at the beginning of that period will continue in effect for the entire segment. The rate in effect at the beginning of the period will be the rate at the traveler's destination. When a traveler has multiple destinations, the rate will change at the beginning of the quarter when the traveler departs for each subsequent destination. The per diem rate for the traveler's return trip home is that of the traveler's permanent duty station. Receipts supporting any lodging claim must accompany the related travel voucher(s) and must be from a hotel, motel, apartment, or boarding house. (See Subchapter 730.)

\* \* \* \* \*

#### D. If lodging is not required

When lodging is not required and the traveler is in a regular travel status (not local travel) for more than 10 consecutive hours and less than 24 hours, per diem is allowed for each 6-hour segment or fraction of it *based on the elapsed time*. *Note:* Employees on local travel are not entitled to per diem. Determine the rate of per diem by following the guidelines in section 214.2 of this handbook.

**For example:** A traveler departs from the official duty station at 6:30 a.m. and returns at 6:10 p.m.; the total elapsed time is 11 hours and 40 minutes. In this example, the traveler will be entitled to two periods of per diem—for the one full 6-hour period and a fraction of a second 6-hour period (5 hours, 40 minutes).

\* \* \* \* \*

## Statement of Account and SFAS Transmissions

The normal submission of statement of accounts (SOAs) and Standard Field Accounting System (SFAS) transmission to Minneapolis Accounting Service Center for accounting period (A/P) 9, postal fiscal year (PFY) 1995, is 2 p.m. local time and noon local time, respectively, on Tuesday, May 30, 1995. Since Monday, May 29, 1995, is a postal holiday for Memorial Day and A/P 9 is the end of the postal quarter 3, PFY 1995, the time frames are extended as follows:

1. SOA (DDE/DR) submissions extended to 2 p.m. local time, Wednesday, May 31, 1995.
2. SFAS transmission deadline extended to noon, local time, Wednesday, May 31, 1995.
3. Other class office submission remains for noon, central daylight time, Wednesday, June 7, 1995.

—*Corporate Accounting, Finance, 5-11-95*

# FRAUD ALERT

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## Withholding of Mail Orders

Withholding of mail orders is enforced by postmasters at cities listed below:

State and City	Names Covered
CA, Indian Wells 92210-7134	Any And All Names, 74923 Hwy. 111, Ste. 123
CA, Pico Rivera 90660-2617	Rudolph R. Ochoa, 5268 Los Toros Ave.

—Judicial Officer, 5-11-95

## Domestic Orders

False representation is enforced by postmaster at the city listed below:

State and City	Names Covered	Product
FL, Miami 33269-4124	David Brown d/b/a Daveco Enterprises, PO Box 694124	An envelope stuffing program.

—Judicial Officer, 5-11-95



ALL PERSONNEL PROCESSING MAIL FOR DISPATCH ABROAD

**Foreign Order Number 358**

Keep all foreign order notices for use as reference.

**Tentative Orders**

A tentative lottery order has been issued against the following:

**Australia**

AUSTRALIAN PLAYERS SERVICE  
PO BOX 1618  
NERANG STREET  
SOUTHPORT 4215  
AUSTRALIA

AUSTRALIAN LOTTERY WINNERS SERVICE  
PO BOX 86  
KENT TOWN SA 5071  
AUSTRALIA

**Canada**

CUSTOMER RESERVATIONS  
BOX 5251  
668 SEYMOUR ST  
VANCOUVER BC V6B 4B5  
CANADA

PRIORITY PROCESSING  
PO BOX 1844  
VANCOUVER BC V6C 2P7  
CANADA

AUSTRALIAN FORWARDING CENTER  
34A-2755 LOUGHEED HWY STE 601  
PORT COQUITLAM BC V3B 5Y9  
CANADA

PRIORITY PROCESSING  
PO BOX 3685  
VANCOUVER BC V6B 3Y8  
CANADA

IDM CORP  
5010 48TH AVE  
PO BOX 538 STN MAIN  
DELTA BC V4K 4J7  
CANADA

GLA  
349 W GEORGIA ST STE 6100  
VANCOUVER BC V6B 4B5  
CANADA

INTERNATIONAL FORTUNE BUREAU  
101-1001 W BROADWAY STE 149  
VANCOUVER BC V6H 4B1  
CANADA

AUSTRALIAN LOTTERY WINNERS SERVICE  
PO BOX 777  
DELTA BC V4K 4Z9  
CANADA

IDM CORP  
5010 48TH AVE  
PO BOX 925 STN MAIN  
DELTA BC V4K 4Y3  
CANADA

PRIORITY PROCESSING  
10621 KING GEORGE HWY 945  
VANCOUVER BC V3T 2X6  
CANADA

NORTH AMERICAN PROCESSING CENTER  
PO BOX 5300 STN MAIN  
VANCOUVER BC V6B 4P4  
CANADA

ZOAS  
PO BOX 12000  
AURORA ON L4G 9Z9  
CANADA

WINNERS VERIFICATION CENTRE  
PO BOX 2207  
VANCOUVER BC V6B 3W2  
CANADA

LI CENTER  
8155 PARK RD STE 356  
RICHMOND BC V6Y 3C9  
CANADA

**West Indies**

ULT SUBSCRIPTION PROCESSING DEPT  
PO BOX 1199  
ST JOHNS ANTIGUA  
WEST INDIES

**Final Order**

The tentative decision and order issued against the following has become final:

**Mexico**

ZELLEN CELL PHARMACEUTICALS  
APARTADO 1118  
TIJUANA BC  
MEXICO CP 22000

Do not dispatch any mail to the above. Place the mailpieces in a pouch endorsed "Foreign Order Mail" and send it to:

POSTMASTER  
CLAIMS INQUIRY AND UNDELIVERABLE MAIL  
JAMES A FARLEY BLDG RM 2029A  
NEW YORK NY 10199-9543

Do not place any endorsement on the mailpieces themselves.

Personnel may post this notice at the outgoing primary. They must post it on the Foreign Order Board at all processing and distribution plants, designated international exchange offices, and customer service plants.

—Judicial Officer, 5-11-95







### Missing U.S. Money Order Forms—Do Not Cash

To be posted and used by retail window employees. As directed, destroy previous notices. Any interim notices should be destroyed when the numbers listed appear in

the *Postal Bulletin*. The actual serial numbers consist of the first 10 digits on the money orders.

<b>273 775 7700</b>	to	397 819 8902	to	8999	418 164 6500	to	6799	440 858 6420	to	7299
	<b>273 775 7899</b>	398 149 7200	to	7699	418 423 9863	to	9899	441 199 1655	to	1699
<b>302 000 0000</b>	to	399 070 0872	to	0899	418 633 5922	to	5999	443 127 3648	to	3699
	<b>302 123 9999</b>	399 156 7119	to	7199	418 719 8520	to	8599	443 127 4000	to	4099
<b>349 746 2056</b>	to	399 203 5064	to	5099	418 744 2235	to	2299	443 673 7900	to	7999
<b>350 518 7350</b>	to	399 296 9909	to	9999	418 962 2848	to	2899	443 800 9335	to	9399
<b>360 011 1690</b>	to	399 792 8300	to	8399	419 543 0286	to	0299	444 382 8822	to	8899
360 168 6008	to	399 396 8935	to	8999	419 730 0300	to	0399	444 390 1667	to	1699
360 173 8800	to	<b>400 427 1051</b>	to	<b>1999</b>	<b>420 277 0015</b>	to	<b>0049</b>	444 457 3854	to	3899
362 861 3064	to	401 045 1505	to	1549	420 599 0734	to	0798	<b>450 048 4173</b>	to	<b>4199</b>
<b>373 006 2176</b>	to	401 045 1571	to	1599	420 661 4115	to	4199	450 048 4442	to	4699
374 768 2600	to	401 294 2700	to	2799	420 758 9500	to	9699	450 560 5173	to	5199
375 169 4400	to	401 310 9505	to	9599	420 969 3951	to	3971	450 620 3077	to	3099
375 829 3400	to	401 382 5312	to	5399	420 969 3973	to	3999	450 620 3135	to	3199
375 851 9100	to	402 578 7876	to	7899	421 116 3565	to	3599	450 780 2716	to	2799
376 196 0911	to	403 125 6744	to	6799	421 130 9300	to	9399	450 801 2700	to	2799
378 085 3679	to	403 260 7000	to	7499	421 313 4500	to	4999	451 109 2967	to	2984
378 351 1063	to	403 280 6470	to	6499	421 364 5537	to	5599	451 115 4110	to	4125
379 843 5100	to	403 685 8600	to	8699	421 656 2609	to	2699	451 115 4127	to	4199
<b>380 093 9600</b>	to	404 003 0300	to	0399	421 988 9700	to	9799	452 265 0074	to	0099
380 165 1165	to	404 041 8838	to	8899	422 172 4667	to	4699	452 265 0246	to	0299
381 325 4500	to	404 071 4268	to	4299	422 484 4212	to	4299	452 265 0335	to	0999
381 604 2510	to	404 347 5356	to	5399	422 556 1270	to	1299	452 509 1169	to	1199
381 645 9525	to	404 347 5548	to	5599	422 587 7024	to	7099	452 855 6471	to	6499
383 314 3968	to	404 726 4500	to	4599	422 819 7533	to	7599	452 890 4679	to	4799
383 892 1000	to	404 961 5001	to	5199	422 842 5073	to	5087	452 900 8215	to	8238
383 892 1382	to	405 325 0188	to	0198	422 907 7563	to	7599	453 117 9146	to	9199
384 925 3641	to	406 009 4587	to	4599	424 500 6050	to	6099	453 334 3631	to	3699
385 568 2331	to	406 260 6830	to	6899	424 641 8500	to	8599	453 603 7841	to	7891
385 599 7554	to	406 459 6641	to	6999	424 871 6600	to	6699	453 650 1140	to	1199
385 774 2024	to	406 733 3000	to	3999	425 298 2352	to	2399	453 741 1300	to	1399
386 624 1412	to	407 545 1557	to	1599	425 418 4269	to	4299	454 013 2919	to	2999
386 883 8936	to	407 594 0412	to	0599	425 418 4405	to	4499	454 186 2411	to	2499
387 314 5574	to	407 692 9100	to	9299	426 547 4566	to	4599	454 268 4883	to	4899
387 837 6300	to	407 959 2190	to	2199	427 412 6337	to	6499	454 302 5400	to	5499
388 828 0656	to	408 265 2275	to	2288	427 481 0900	to	0999	454 490 8300	to	8399
389 696 2400	to	408 499 7700	to	7799	428 027 2742	to	2752	454 547 7434	to	7499
389 846 3104	to	408 499 7900	to	7999	429 474 4172	to	4199	454 922 4867	to	4895
389 846 3145	to	408 682 8484	to	8599	429 889 2900	to	2999	455 221 1348	to	1499
389 887 9211	to	408 698 7015	to	7099	<b>430 150 4401</b>	to	<b>4599</b>	455 364 2147	to	2199
389 887 9234	to	409 072 3941	to	3999	430 172 9800	to	9899	455 399 5400	to	5499
<b>390 001 3182</b>	to	<b>410 491 2311</b>	to	<b>2399</b>	430 177 1900	to	2099	455 476 0676	to	0699
390 001 3500	to	410 694 8400	to	8599	430 444 9500	to	9699	455 543 0618	to	0699
390 545 5974	to	410 775 1500	to	1599	430 664 4070	to	4099	456 410 9006	to	9099
391 104 6146	to	410 795 7927	to	7999	432 168 8419	to	8499	456 470 4146	to	4299
391 574 1466	to	410 867 0917	to	0966	432 708 6800	to	6999	456 619 4460	to	4499
391 783 3020	to	410 867 0970	to	0999	432 744 1544	to	1599	457 333 2686	to	2699
391 792 6100	to	411 868 1023	to	1199	432 995 9775	to	9799	457 729 1767	to	1777
392 668 2956	to	411 922 2322	to	2399	433 003 5800	to	5899	457 937 8615	to	8699
392 854 8500	to	412 193 0900	to	0999	433 757 3047	to	3099	458 028 9810	to	9899
393 584 7566	to	412 395 8599	to	8699	433 765 4003	to	4099	458 057 2712	to	2999
393 650 0074	to	412 485 6500	to	6599	434 482 7060	to	7199	458 337 5222	to	5299
393 838 8316	to	412 485 6610	to	6699	434 513 2386	to	2399	458 354 7653	to	7999
393 893 6007	to	412 885 5953	to	5999	434 968 3076	to	3092	458 671 8678	to	8699
394 126 6907	to	414 193 3608	to	3674	435 303 1831	to	1842	458 671 8721	to	8798
394 189 0405	to	414 193 3677	to	3699	435 303 1986	to	1999	458 847 5044	to	5999
394 822 3243	to	414 411 7348	to	7399	435 666 6092	to	6399	459 274 7624	to	7699
394 990 1810	to	414 640 0757	to	0799	436 082 6400	to	6899	459 365 5432	to	5499
395 343 3264	to	414 965 1727	to	1799	436 160 6441	to	6499	459 378 5764	to	5799
395 373 3035	to	417 302 8104	to	8199	437 316 7115	to	7199	459 472 4816	to	4999
395 396 9649	to	417 387 6532	to	6599	437 427 0500	to	3499	<b>460 349 6878</b>	to	<b>6899</b>
395 970 3240	to	417 496 6800	to	6999	439 310 0458	to	0499	460 550 1909	to	1999
397 622 4054	to	417 871 9250	to	9299	<b>440 698 1947</b>	to	<b>1999</b>	460 997 5234	to	5299
		417 930 9533	to	9599	440 858 6300	to	6399	461 973 6443	to	6499

462 152 0107	to	0299	476 189 3000	to	3499	490 793 1500	to	2099	609 067 5600	to	5699
462 274 1072	to	1099	476 331 2480	to	2499	490 886 8171	to	8199	609 289 6123	to	6199
462 277 8373	to	8399	477 289 8601	to	8699	490 977 9221	to	9240	609 438 4400	to	4499
463 117 5529	to	5540	477 681 5206	to	5299	491 258 8100	to	9099	609 493 1100	to	1199
463 176 4115	to	4199	478 010 4243	to	4268	491 567 1376	to	1399	609 766 8100	to	8999
463 176 4228	to	4299	478 010 4270	to	4291	492 254 4800	to	4899	609 825 4100	to	4115
463 185 2600	to	2799	478 469 7838	to	7858	492 283 5100	to	5199	609 884 2981	to	2999
463 227 7711	to	7799	478 469 7883	to	7899	492 610 6813	to	6899	609 893 1000	to	1099
463 414 4869	to	4899	479 280 9800	to	9899	493 470 2562	to	2599	<b>610 582 4200</b>	<b>to</b>	<b>4299</b>
463 808 3484	to	3499	479 365 9116	to	9176	493 473 7700	to	7799	611 285 8073	to	8074
463 945 7400	to	7899	479 412 9900	to	9999	493 716 2153	to	2199	611 879 6939	to	6999
464 629 9000	to	9399	479 667 6190	to	6199	494 206 2972	to	2999	612 291 8013	to	8099
464 711 4332	to	4399	479 748 9680	to	9699	494 217 3446	to	3999	612 751 5171	to	5199
465 692 3963	to	3999	479 860 7000	to	7199	494 224 0500	to	0599	612 751 5226	to	5299
465 698 8300	to	8599	<b>480 526 2000</b>	<b>to</b>	<b>2099</b>	496 209 7425	to	7499	612 751 6083	to	6099
465 743 7745	to	7799	<b>480 640 6330</b>	<b>to</b>	<b>6399</b>	496 213 8728	to	8799	612 751 6268	to	6299
466 798 6056	to	6067	480 689 5100	to	5199	496 474 5226	to	5248	612 751 6572	to	6599
467 147 4300	to	4399	481 673 0074	to	0095	497 053 8517	to	8699	612 774 2111	to	2199
468 079 5782	to	5799	482 527 1500	to	1599	497 854 8673	to	8699	612 774 2254	to	2299
469 067 2817	to	2899	482 541 5255	to	5299	498 449 8888	to	8899	612 774 2500	to	2599
469 127 8000	to	8199	482 729 6800	to	6899	498 929 8285	to	8499	614 469 0979	to	0999
469 213 0359	to	0399	483 363 7207	to	7299	498 936 5310	to	5399	614 474 3000	to	3099
469 213 0500	to	0599	483 402 2356	to	2399	499 016 5425	to	5499	614 521 3490	to	3499
469 658 1961	to	1999	483 486 5100	to	5199	499 440 8575	to	8899	614 645 1800	to	1899
469 666 9900	to	9999	483 632 1521	to	1599	499 731 6717	to	6799	614 832 1100	to	2099
469 678 1900	to	1999	483 632 2600	to	2799	<b>500 064 1858</b>	<b>to</b>	<b>1869</b>	617 760 5266	to	5299
469 781 4900	to	4999	483 849 1615	to	1699	<b>600 645 3223</b>	<b>to</b>	<b>3299</b>	617 813 3601	to	3699
469 947 6960	to	6999	484 174 4803	to	5299	601 339 1200	to	1399	619 859 3000	to	3099
<b>470 755 5800</b>	<b>to</b>	<b>5818</b>	484 323 8900	to	9199	601 661 7700	to	7799	<b>620 073 9400</b>	<b>to</b>	<b>9499</b>
471 918 0300	to	0999	484 680 5000	to	5038	601 682 5343	to	5399	623 895 8200	to	8399
471 985 2408	to	2419	484 680 5040	to	5074	601 928 1600	to	1699	623 917 0200	to	0299
472 191 6700	to	6799	484 680 5077	to	5099	602 555 2400	to	2799	623 819 5006	to	5099
472 270 2555	to	2599	485 029 4913	to	4999	602 829 7061	to	7099	<b>632 500 0000</b>	<b>to</b>	
472 987 0213	to	0241	486 176 0600	to	0699	603 483 9572	to	9599	<b>632 599 9999</b>	<b>to</b>	
472 987 0290	to	0299	486 559 7555	to	7599	603 490 7200	to	7299	<b>700 065 4800</b>	<b>to</b>	<b>4899</b>
473 151 2069	to	2199	486 696 3023	to	3199	603 678 7100	to	7199	700 190 3350	to	3359
473 666 9138	to	9199	488 173 7900	to	7999	603 678 7662	to	7699	700 228 6048	to	6099
473 952 3429	to	3499	488 206 4100	to	4199	603 678 7902	to	7999	700 650 0452	to	0499
474 108 5402	to	5499	488 226 0200	to	0299	603 678 8418	to	8499	700 859 0744	to	0758
474 356 5193	to	5299	488 855 8359	to	8399	603 678 8700	to	9999	701 028 6780	to	6899
474 949 3366	to	3399	489 181 8963	to	8999	604 086 0880	to	0899	701 213 3900	to	3999
475 134 9362	to	9399	489 311 1930	to	1999	604 349 1414	to	1499	701 267 2000	to	3999
475 167 9664	to	9699	489 318 6200	to	6300	605 520 9037	to	9099	<b>806 087 1100</b>	<b>to</b>	<b>1499</b>
475 319 3415	to	3499	489 223 2000	to	2099	605 685 4010	to	4099	806 268 9275	to	9299
475 319 3649	to	3799	489 384 0027	to	0099	605 988 6467	to	6499	806 534 3400	to	3477
475 340 6400	to	6599	489 427 0658	to	0899	607 689 7951	to	7960	807 342 3283	to	3399
475 424 8410	to	8499	489 997 5252	to	5299	607 728 1276	to	1299	808 090 3440	to	3499
475 629 9156	to	9199	490 669 5850	<b>to</b>	<b>6099</b>	608 727 7273	to	7599	808 325 5161	to	5699
475 850 6101	to	6199	490 717 7080	to	7099	609 067 5325	to	5399	<b>870 054 4814</b>	<b>to</b>	<b>4899</b>
475 875 2500	to	2599	490 721 6000	to	6099	609 067 5488	to	5499	870 491 4812	to	4849
476 169 8264	to	8299									

Check for altered dollar amounts by holding money orders to the light.

### Missing Canadian Money Order Forms—Do Not Cash

To be posted and used by retail window employees. As directed, destroy previous notices. Destroy any interim notices when the numbers listed appear in the *Postal Bulletin*. The new money order serial numbers consist of the first nine digits. The 10th digit is a check digit only. In

addition to this listing, do not cash: (1) all card type orders, and (2) new style money orders 000,000,001 to 627,000,000. Advise holders to send invalid money orders to: CANADA POST CORPORATION, OTTAWA, CANADA K1A 0B1.

<b>627,079,501</b>	<b>to</b>	<b>9,900</b>	643,022,701	to	2,900	657,341,465	to	1,478	<b>670,374,867</b>	<b>to</b>	<b>5,000</b>
627,097,438	to	7,500	643,201,801	to	2,000	657,364,301	to	4,500	670,993,101	to	3,180
627,171,001	to	1,400	643,243,401	to	3,500	657,769,501	to	9,600	670,994,962	to	5,000
627,974,001	to	4,300	643,452,130	to	2,200	658,539,001	to	9,300	670,996,971	to	7,040
628,196,859	to	7,100	643,726,901	to	7,500	658,853,204	to	3,700	671,601,379	to	1,400
628,390,001	to	0,300	643,736,201	to	6,400	658,860,201	to	0,300	671,672,253	to	2,300
628,455,689	to	6,200	644,475,893	to	6,300	659,860,569	to	0,590	671,883,301	to	3,900
628,600,766	to	1,000	644,858,601	to	8,800	659,900,808	to	0,901	672,052,001	to	2,100
629,893,459	to	3,500	644,932,601	to	3,100	659,913,171	to	3,240	672,271,301	to	2,500
<b>630,199,031</b>	<b>to</b>	<b>9,100</b>	644,941,801	to	2,100	<b>660,304,493</b>	<b>to</b>	<b>4,600</b>	672,344,466	to	4,500
630,233,957	to	4,300	644,990,601	to	0,900	660,596,601	to	6,700	672,349,801	to	
630,252,101	to	2,200	645,167,901	to	8,200	660,644,144	to	4,300			350,100
630,301,208	to	1,300	645,541,101	to	1,300	661,162,159	to	2,220	672,439,641	to	9,700
630,331,801	to	2,100	645,550,622	to	0,700	661,165,221	to	5,250	672,481,401	to	1,700
630,334,070	to	4,600	645,605,886	to	5,900	661,179,997	to		672,695,171	to	5,240
630,342,552	to	2,600	646,262,901	to	3,200			180,020	672,696,211	to	6,280
630,642,629	to	2,700	646,264,363	to	4,400	661,183,221	to	3,260	672,893,127	to	3,140
630,904,718	to	4,900	646,270,054	to	0,085	661,187,652	to	7,690	673,052,969	to	3,200
630,995,315	to	5,400	646,321,801	to	2,000	661,581,517	to	1,600	673,074,401	to	5,300
631,381,731	to	1,800	646,322,201	to	2,800	661,997,658	to	7,686	673,759,973	to	
631,817,556	to	7,600	646,505,901	to	6,100	662,987,487	to	7,500			760,000
631,846,614	to	6,700	646,509,616	to	9,700	663,119,201	to	9,300	673,784,461	to	4,700
631,937,924	to	7,966	646,875,648	to	5,700	663,352,552	to	2,700	673,849,090	to	9,120
632,448,956	to	9,300	646,876,001	to	6,200	663,636,414	to	6,500	673,993,701	to	3,800
632,939,648	to	9,800	646,899,702	to	9,713	664,514,929	to	5,000	675,044,601	to	4,900
633,135,035	to	5,300	646,993,871	to	3,930	664,625,114	to	5,200	676,297,901	to	8,000
633,175,518	to	5,600	647,061,150	to	1,200	664,689,941	to		676,483,147	to	3,200
633,537,840	to	7,900	647,291,842	to	2,000			690,000	676,496,501	to	6,600
634,141,201	to	1,500	647,993,501	to	3,700	664,774,743	to	4,800	676,498,101	to	8,150
634,328,501	to	8,600	647,993,801	to	4,000	665,080,644	to	0,700	676,528,845	to	8,870
634,839,201	to	9,300	648,020,140	to	0,200	665,241,112	to	1,200	676,663,323	to	3,340
634,848,780	to	8,800	648,056,401	to	6,600	665,956,831	to	6,880	676,691,301	to	1,340
635,296,451	to	6,500	648,117,901	to	8,200	665,967,877	to	7,920	676,820,548	to	0,700
635,298,587	to	8,600	648,171,861	to	1,900	666,025,401	to	5,800	676,974,331	to	4,410
635,312,907	to	3,000	648,213,372	to	3,500	666,209,330	to	9,400	677,138,046	to	8,200
635,468,101	to	8,200	648,484,665	to	4,700	666,210,847	to	0,900	677,167,453	to	7,500
635,681,001	to	1,100	648,578,708	to	8,799	666,395,901	to	6,100	677,463,901	to	4,000
635,699,601	to		648,683,301	to	3,400	666,647,247	to	7,258	677,876,420	to	6,500
		700,600	649,376,401	to	6,600	666,662,073	to	2,100	678,642,061	to	2,100
636,000,201	to	0,300	649,730,009	to	0,100	666,696,251	to	6,300	678,667,951	to	8,010
636,012,675	to	2,700	<b>650,621,501</b>	<b>to</b>	<b>1,700</b>	667,040,021	to	0,600	678,674,980	to	5,000
636,030,135	to	0,200	650,678,503	to	8,580	667,382,231	to	2,300	679,221,751	to	1,900
636,042,001	to	2,200	650,707,956	to	7,980	667,398,541	to	8,600	679,230,119	to	0,200
636,863,001	to	3,100	651,854,961	to	5,010	667,435,145	to	5,200	679,237,471	to	7,700
636,931,725	to	1,800	651,897,201	to	7,240	667,486,601	to	6,800	679,345,508	to	5,540
637,043,605	to	3,700	651,948,119	to	8,130	667,521,407	to	1,600	679,474,201	to	4,300
637,860,101	to	0,200	651,948,703	to	8,750	667,752,069	to	2,300	<b>680,062,901</b>	<b>to</b>	<b>3,000</b>
639,522,101	to	2,400	651,974,610	to	4,620	667,916,445	to	6,500	680,173,023	to	3,100
639,857,736	to	7,900	652,121,238	to	1,248	667,926,278	to	6,300	680,374,523	to	4,700
<b>640,272,919</b>	<b>to</b>	<b>3,200</b>	653,053,022	to	3,100	668,104,101	to	4,800	680,409,401	to	9,800
640,281,501	to	1,600	653,151,811	to	1,830	668,155,938	to	6,000	680,463,338	to	3,800
640,666,076	to	6,200	653,317,761	to	7,800	668,220,001	to	1,000	680,693,701	to	4,400
641,011,901	to	2,600	653,506,601	to	7,000	668,222,101	to	3,400	681,457,001	to	7,100
641,121,411	to	1,500	653,620,693	to	0,700	668,583,651	to	3,700	681,717,331	to	7,390
641,196,269	to	6,300	653,822,586	to	2,800	668,584,001	to	4,010	681,774,980	to	4,999
641,309,609	to	9,658	654,345,814	to	5,900	668,588,581	to	8,600	681,883,291	to	3,310
641,574,196	to	4,650	654,563,101	to	3,300	668,659,099	to	9,200	681,896,616	to	6,650
641,583,509	to	3,600	654,568,825	to	8,900	668,789,430	to	9,440	681,918,357	to	8,399
641,962,607	to	2,630	655,365,961	to	6,030	668,970,201	to	0,700	681,951,205	to	1,300
642,415,969	to	6,000	655,387,856	to	7,870	669,677,719	to	7,735	682,154,556	to	4,700
642,983,001	to	3,100	657,044,001	to	4,100	669,893,581	to	3,700	682,171,562	to	1,800

682,194,101	to	4,300	685,953,580	to	3,620	695,277,576	to	7,650	<b>700,068,473</b>	to	<b>8,500</b>
682,749,963	to	0,200	685,955,441	to	5,480	695,530,761	to	0,800	700,161,501	to	1,650
682,895,301	to	5,500	686,006,601	to	7,000	696,487,701	to	7,800	700,261,701	to	2,000
682,899,401	to	9,800	686,066,714	to	7,000	696,784,101	to	4,550	700,290,275	to	0,300
683,148,063	to	8,100	686,325,801	to	5,900	696,870,601	to	0,650	700,465,730	to	5,750
683,284,001	to	4,100	686,567,807	to	7,860	697,047,501	to	7,600	701,423,101	to	3,150
684,491,501	to	1,800	687,145,501	to	5,600	697,052,101	to	2,350	700,561,444	to	1,550
684,549,048	to	9,080	<b>690,412,901</b>	<b>to</b>	<b>3,400</b>	697,217,251	to	7,400	701,643,828	to	3,850
684,560,109	to	0,120	692,876,955	to	7,050	697,249,952	to	0,050	702,033,701	to	4,050
684,664,801	to	5,000	693,290,380	to	0,400	697,469,606	to	9,700	702,051,501	to	1,750
684,669,118	to	9,140	693,290,426	to	0,450	697,850,401	to	0,750	702,053,601	to	3,800
684,793,877	to	3,940	694,550,501	to	0,530	697,928,540	to	8,550	702,104,368	to	4,900
684,797,821	to	7,860	694,595,031	to	5,300	697,945,701	to	5,850	702,179,891	to	9,900
685,145,309	to	5,800	694,698,551	to	8,650	698,098,446	to	8,550	702,410,595	to	1,050
685,207,545	to	7,600	694,745,458	to	5,600	698,300,251	to	0,300	702,660,151	to	0,540
685,210,901	to	1,000	695,105,313	to	5,350	698,533,927	to	4,200	703,004,401	to	4,820
685,807,531	to	7,580	695,142,809	to	3,050	698,562,268	to	2,400	703,867,801	to	7,980
685,857,451	to	7,530	695,144,666	to	4,700	699,090,686	to	0,750	706,817,959	to	8,000
685,900,425	to	0,439	695,272,601	to	2,750	699,752,699	to	2,850	707,034,391	to	4,450
685,814,051	to	4,130									

Check for altered dollar amounts by holding money orders to the light.

—Inspection Service, 5-11-95

### Counterfeited Canadian Money Order Forms—Do Not Cash

To be posted and used by retail window employees. As directed, destroy previous notices. Any interim notices

should be destroyed when the numbers listed appear in the *Postal Bulletin*.

—Inspection Service, 5-11-95

671,819,086	686,619,886
676,612,640	686,619,887
677,891,039	686,794,382
678,282,493	686,794,426
678,916,031	686,794,427
679,552,215	686,794,431
679,751,983	687,262,502
679,694,334	687,262,503
679,800,207	687,262,525
681,130,536	687,262,526
681,844,376	687,287,578
683,594,542	687,287,581
684,683,610	687,287,582
686,619,878	



# PHILATELY

## Pictorial Cancellations Announcement 95-10

As a community service, the Postal Service offers pictorial cancellations to commemorate local events celebrated in communities throughout the nation. A list of upcoming events for which pictorial cancellations are authorized appears below. If available, the sponsor of the pictorial cancellation appears in italics under the date. Also provided, as space permits, are illustrations of those cancellations that were reproducible and available at press time.

People attending these local events may obtain the cancellation in person at the temporary post office station established there. Those who cannot attend the event, but who wish to obtain the cancellation, may submit a mail order request. Pictorial cancellations are available only for the dates indicated, and *requests must be post-marked no later than 30 days following the requested pictorial cancellation date.*

All requests must include a stamped envelope or postcard bearing at least the minimum First-Class Mail post-

age (32 cents per envelope or 20 cents per postcard). Items submitted for cancellation may not include postage issued after the date of the requested cancellation. Such items will be returned unserviced.

Customers wishing to obtain a cancellation should affix stamps to any envelope or postcard of their choice, address the envelope or postcard to themselves or others, insert a card of postcard thickness in envelopes for sturdiness, and tuck in the flap. Place the envelope or postcard in a larger envelope and address it to: PICTORIAL CANCELLATIONS, followed by the NAME OF THE STATION, ADDRESS, CITY, STATE, ZIP + 4 CODE, exactly as listed below (using all capitals and no punctuation, except the hyphen in the ZIP + 4 code).

After applying the pictorial cancellation, the Postal Service returns the envelope or postcard through the mail. Customers who want their serviced item returned under protected cover should include a larger, stamped, self-addressed envelope.

The following cancellation is a correction from "Pictorial Cancellations Announcement 95-8" published in *Postal Bulletin* 21891 (4-13-95):



date  
city, st, zip

April 22, 1995  
EARTH DAY STATION  
POSTMASTER  
RTE 82  
GEIGERTOWN PA 19523-9998

EARTH DAY STATION  
POSTMASTER  
3435 CONCORD RD  
YORK PA 17402-9998

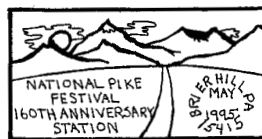
EARTH DAY STATION  
POSTMASTER  
1050 AIRPORT RD  
WEST CHESTER PA 19380-9998



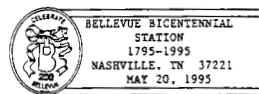
May 7-10, 1995  
NATIONAL POSTAL FORUM STATION  
POSTMASTER  
NASHVILLE TN 37203-9998



May 13, 1995  
GRAND OPENING STATION  
POSTMASTER  
207 KAISER ST  
PINCONNING MI 48659-9998



May 18-21, 1995  
*National Pike Festival Committee*  
NATIONAL PIKE 160TH ANNIVERSARY  
STATION  
POSTMASTER  
PO BOX 9998  
BRIER HILL PA 15415-9998



May 20, 1995  
*City of Bellevue*  
BELLEVUE BICENTENNIAL STATION  
POSTMASTER  
901 BROADWAY ST  
NASHVILLE TN 37203-9998



May 20, 1995

ROGER KEENHOLTS PARK STATION  
POSTMASTER  
20 WILTON RD  
GUILDERLAND CENTER NY 12085-9998



May 20-21, 1995

Richeyville Homecoming Committee

POSTMASTER  
PO BOX 9998  
RICHEYVILLE PA 15358-9998



May 20, 1995

SYKLE TUR STATION (Correction)  
POSTMASTER  
FOUNTAIN MN 55935



May 24, 1995

ST LAWRENCE COUNTY STATION  
POSTMASTER  
100 MAIN ST  
CANTON NY 13617-9998



May 20, 1995

VETERANS MEMORIAL BRIDGE STATION  
POSTMASTER  
4730 S 24TH ST  
OMAHA NE 68107-9998



May 24, 1995

UT Department of Conferences

POSTMASTER  
PO BOX 2648  
KNOXVILLE TN 37901-9998



May 20-21, 1995

Brownsville Historical Society

NATIONAL PIKE FESTIVAL STATION  
POSTMASTER  
100 CHARLES ST  
BROWNsville PA 15417-9998



May 24-28, 1995

STRAWBERRY STATION  
POSTMASTER  
11 S SPRING ST  
BUCKHANNON WV 26201-9998



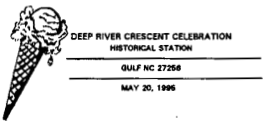
May 20-21, 1995

CSC STATION  
POSTMASTER  
232 W 8 ST  
COFFEYVILLE KS 67337-9998



May 24-29, 1995

MOONSHINE FESTIVAL STATION  
POSTMASTER  
NEW STRAITSVILLE OH 43766-9998



May 20-21, 1995

Deep River Park Association

DEEP RIVER CRESCENT CELEBRATION  
HISTORICAL STATION  
POSTMASTER  
PO BOX 9998  
GULF NC 27256-9998



May 25-29, 1995

MAYFAIR STATION  
POSTMASTER  
442 W HAMILTON ST  
ALLENTOWN PA 18101-1611



May 20-21, 1995

IONIA COUNTY HISTORICAL SOCIETY  
HOME TOUR STATION  
POSTMASTER  
IONIA MI 48846-9998



May 26, 1995

NYS VETERANS STATION  
POSTMASTER  
1335 JEFFERSON RD  
ROCHESTER NY 14692-9998

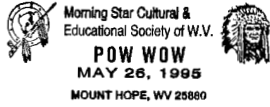
Continued



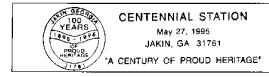
May 26-27, 1995  
CATTFISH STATION  
POSTMASTER  
101 MCLANE AVE  
WARE SHOALS SC 29692-9998



May 27, 1995  
CENTENNIAL STATION  
POSTMASTER  
PO BOX 9998  
HORATIO AR 71842-9998



May 26-27, 1995  
POW WOW STATION  
POSTMASTER  
415 MAIN ST  
MOUNT HOPE WV 25880-9998



May 27, 1995  
CENTENNIAL STATION  
POSTMASTER  
PO BOX 9998  
JAKIN GA 31761-9998



May 26-27, 1995  
RIVERFEST STATION  
POSTMASTER  
600 E CAPITOL AVE  
LITTLE ROCK AR 72202-9998



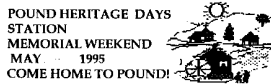
May 27, 1995  
GREAT LAKES WILDLIFE AND ART  
FESTIVAL STATION  
POSTMASTER  
CLARE MI 48617-9998



May 26, 1995  
Postmaster, Warren, OH  
JUDICIAL STATION  
POSTMASTER  
201 HIGH ST NE  
WARREN OH 44481-9998



May 27, 1995  
Homecoming Committee  
TIGER STATION  
POSTMASTER  
PO BOX 9998  
GUSTINE TX 76455-9998



May 26-28, 1995  
POUND HERITAGE DAYS STATION  
POSTMASTER  
8459 MAIN ST  
POUND VA 24279-9998



May 27, 1995  
KING OF PRUSSIA RETAIL STATION  
POSTMASTER  
741 THIRD AVE  
KING OF PRUSSIA PA 19406-9998



May 27, 1995  
Alumni Association  
LOHN VALLEY STATION  
POSTMASTER  
PO BOX 9998  
LOHN TX 76852-9998



May 27, 1995  
Lisbon Area Chamber of Commerce  
LILAC TIMES STATION  
POSTMASTER  
347 MAIN ST  
LISBON NH 03585-9998



May 27, 1995  
CENTENNIAL STATION  
POSTMASTER  
PO BOX 9998  
THURSTON NE 68062-9998



May 27, 1995  
TROLLEY STATION  
POSTMASTER  
PO BOX 9998  
KINGSTON NY 12401-9998

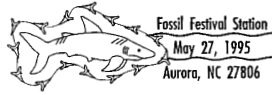


May 27, 1995  
VOLLEYBALL STATION  
POSTMASTER  
650 DWIGHT ST  
HOLYOKE MA 01040-9998



ANNIVERSARY STATION  
MAY 28, 1995  
MASHPEE, MA 02649

May 28, 1995  
ANNIVERSARY STATION  
POSTMASTER  
38 NATHAN ELLIS HWY  
MASHPEE MA 02649-9998



May 27-28, 1995  
Aurora Fossil Festival Committee  
FOSSIL FESTIVAL STATION  
POSTMASTER  
PO BOX 9998  
AURORA NC 27806-9998



May 28, 1995  
CENTENNIAL STATION  
POSTMASTER  
PO BOX 9998  
LOTT TX 76656-9998



May 27-29, 1995  
ICE CREAM STATION  
POSTMASTER  
20 N MAIN ST  
UTICA OH 43080-9998



May 29, 1995  
FISH FRY STATION  
POSTMASTER  
5 COLUMBUS ST  
LITHOPOLIS OH 43136-9998



May 27-June 11, 1995  
FIESTA STATION  
POSTMASTER  
101 S PALAFOX ST  
PENSACOLA FL 32501-9998



May 29, 1995  
LOGAN HILLS FESTIVAL STATION  
POSTMASTER  
2856 SANDUSKY ST  
ZANESFIELD OH 43360-9998



May 27-June 25, 1995  
GAGE CENTENNIAL STATION  
POSTMASTER  
400 N MAIN ST  
GAGE OK 73843-9998

(Artwork Unavailable)

May 29-June 4, 1995  
MEMORIAL TOURNAMENT STATION  
POSTMASTER  
715 SHAWAN FALLS DR  
DUBLIN OH 43017-9998

STAMP ANNOUNCEMENT 95-23

## Blue Jay Stamp Booklet



Copyright USPS 1995

The Postal Service will issue a \$2.00 booklet of 10 20-cent Blue Jay stamps (Item 6666) on June 15 in Kansas City, MO. Designed by Robert Giusti of New Milford, CT, the stamps go on sale nationwide on June 16.

### How to Order the First Day of Issue Postmark

Customers have 30 days to obtain the first day of issue postmark by mail. They may purchase the new stamp booklet at their local post office, affix the stamps to envelopes of their choice, address the envelopes (to themselves or others), insert a card of postcard thickness, tuck in the flap, and place the envelopes in a larger envelope addressed to:

BLUE JAY STAMP  
POSTMASTER  
US POSTAL SERVICE  
315 W PERSHING RD  
KANSAS CITY MO 64108-9991

Customers are reminded that the postage affixed to any envelope must equal at least 32 cents. Additionally, at least one of the new stamps must be affixed to an envelope to receive the first day of issue postmark. No additional postage is required if the 20-cent Blue Jay stamp is affixed to a regular postcard.

After applying the first day of issue postmark, the Postal Service returns the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by July 15, 1995.

The Philatelic Fulfillment Service Center also offers first day covers for new stamp issues. The covers are plain (noncachet) envelopes with the new stamps affixed and postmarked with the official first day of issue cancellation. Each cover has an individual catalog number and is offered

<b>Issue:</b>	Blue Jay
<b>Denomination:</b>	20 cents
<b>Format:</b>	Booklet of 10 stamps
<b>Item Number:</b>	6666
<b>Issue Date:</b>	June 15, 1995
<b>Nationwide Sale Date:</b>	June 16, 1995
<b>Issue City &amp; State:</b>	Kansas City, MO
<b>Designer:</b>	Robert Giusti, New Milford, CT
<b>Engraver:</b>	Armotek Industries
<b>Art Director:</b>	Derry Noyes, Washington, DC
<b>Typographer:</b>	John Boyd, Anagraphics, New York, NY
<b>Project Manager:</b>	Joseph Brockert, Stamp Services, USPS
<b>Modeler:</b>	Richard Sennett, Sennett Enterprises
<b>Manufacturing Process:</b>	Gravure
<b>Printer:</b>	Stamp Venturers
<b>Colors:</b>	Process yellow, magenta, cyan, and black
<b>Size:</b>	0.72 x 0.81 in/18.3 x 20.6 mm (image area) 0.81 x .96 in/20.6 x 24.4 mm (overall) 1.74 x 5.25 in/44.2 x 135.7 mm (full pane)
<b>Plate Numbers:</b>	"S" followed by four single digits

in the quarterly *Stamps etc.* catalog. Customers may request a free catalog by writing:

PHILATELIC FULFILLMENT SERVICE CENTER  
US POSTAL SERVICE  
PO BOX 419424  
KANSAS CITY MO 64141-6424

or by telephoning 1-800-STAMP24.

First day covers remain on sale for at least 90 days after each stamp's issuance.

—Stamp Services, Marketing, 5-11-95

STAMP ANNOUNCEMENT 95-24

# Texas Statehood Commemorative Stamp



Copyright USPS 1994

The Postal Service commemorates the 150th anniversary of the admission of Texas to the United States of America with the issuance of a 32-cent stamp (Item 4470) on June 16 in Austin, TX. The stamp, designed by Laura Smith of Hollywood, CA, goes on sale nationwide on June 17.

Texas, known as the Lone Star State, became the nation's 28th state on December 29, 1845, 150 years ago. It is the second largest state in the United States, and the only one that was an independent republic before its admission to the Union. Texas' first governor was Pinckney Hendersen, and its capital is Austin.

### How to Order the First Day of Issue Postmark

Customers have 30 days to obtain the first day of issue postmark by mail. They may purchase the new stamp at their local post office, affix the stamp(s) to envelopes of their choice, address the envelopes (to themselves or others), insert a card of postcard thickness, tuck in the flap, and place the envelopes in a larger envelope addressed to:

TEXAS STATEHOOD STAMP  
 POSTMASTER  
 US POSTAL SERVICE  
 209 W 9TH ST  
 AUSTIN TX 78767-9991

After applying the first day of issue postmark, the Postal Service returns the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by July 16, 1995.

The Philatelic Fulfillment Service Center also offers first day covers for new stamp issues. The covers are plain (noncachet) envelopes with the new stamps affixed and postmarked with the official first day of issue cancellation. Each cover has an individual catalog number and is offered

<b>Issue:</b>	Texas Statehood
<b>Denomination:</b>	32 cents
<b>Format:</b>	Pane of 20 stamps
<b>Item Number:</b>	4470
<b>Issue Date:</b>	June 16, 1995
<b>Nationwide Sale Date:</b>	June 17, 1995
<b>Issue City &amp; State:</b>	Austin, TX
<b>Designer:</b>	Laura Smith, Hollywood, CA
<b>Art Director:</b>	Carl Herrman, Ponte Vedra Beach, FL
<b>Project Manager:</b>	Elizabeth Altobell, Stamp Services, USPS
<b>Modeler:</b>	Joseph Sheeran, Ashton-Potter (USA) Ltd.
<b>Manufacturing Process:</b>	Offset lithography
<b>Printer:</b>	Ashton-Potter (USA) Ltd., Williamsville, NY
<b>Colors:</b>	Process yellow, magenta, cyan, black, dark blue (PMS 281), and red (PMS 193)
<b>Size:</b>	0.84 x 1.41 in/21.33 x 35.81 mm (image area)  0.99 x 1.56in/25.41 x 39.62 mm (overall)  7.25 x 5.93 in/184.2 x 150.6 mm (full pane)
<b>Plate Numbers:</b>	"P" followed by six single digits
<b>Marginal Markings:</b>	© USPS 1994, Plate Position Diagram, Price

in the quarterly *Stamps etc.* catalog. Customers may request a free catalog by writing:

PHILATELIC FULFILLMENT SERVICE CENTER  
 US POSTAL SERVICE  
 PO BOX 419424  
 KANSAS CITY MO 64141-6424

or by telephoning 1-800-STAMP24.

First day covers remain on sale for at least 90 days after each stamp's issuance.

—Stamp Services, Marketing, 5-11-95

STAMP ANNOUNCEMENT 95-25

# Great Lakes Lighthouses Commemorative Stamp Booklet

The Postal Service commemorates five Great Lakes lighthouses with the issuance of a \$6.40 booklet of 20 32-cent stamps (Item 6653) on June 17 in Cheboygan, MI. The stamp booklet goes on sale nationwide on June 19.

Designed by Howard Koslow of Toms River, NJ, the stamps feature the Split Rock, Lake Superior; St. Joseph, Lake Michigan; Spectacle Reef, Lake Huron; Marblehead, Lake Erie; and Thirty Mile Point, Lake Ontario lighthouses. Mr. Koslow also designed the Lighthouses stamps that were issued in 1990.



Copyright USPS 1995

## How to Order the First Day of Issue Postmark

Customers have 30 days to obtain the first day of issue postmark by mail. They may purchase the new stamp booklet at their local post office, affix the stamp(s) to envelopes of their choice, address the envelopes (to themselves or others), insert a card of postcard thickness, tuck in the flap, and place the envelopes in a larger envelope addressed to:

GREAT LAKES LIGHTHOUSES STAMPS  
 POSTMASTER  
 US POSTAL SERVICE  
 200 N MAIN ST  
 CHEBOYGAN MI 49721-9991

After applying the first day of issue postmark, the Postal Service returns the envelopes through the mail. There is no

charge for the postmark. All orders must be postmarked by July 17, 1995.

The Philatelic Fulfillment Service Center also offers first day covers for new stamp issues. The covers are plain (noncachet) envelopes with the new stamps affixed and postmarked with the official first day of issue cancellation. Each cover has an individual catalog number and is offered in the quarterly *Stamps etc.* catalog. Customers may request a free catalog by writing:

PHILATELIC FULFILLMENT SERVICE CENTER  
 US POSTAL SERVICE  
 PO BOX 419424  
 KANSAS CITY MO 64141-6424

or by telephoning 1-800-STAMP24.

First day covers remain on sale for at least 90 days after each stamp's issuance.

—Stamp Services, Marketing, 5-11-95

<b>Issue:</b>	Great Lakes Lighthouses	<b>Project Manager:</b>	Elizabeth Altobell, Stamp Services, USPS
<b>Denomination:</b>	32 cents	<b>Modeler:</b>	Richard C. Sennett, Sennett Enterprises
<b>Format:</b>	Booklet of 20 (5 designs)	<b>Manufacturing Process:</b>	Gravure
<b>Item Number:</b>	6653	<b>Printer:</b>	Stamp Venturers
<b>Issue Date:</b>	June 17, 1995	<b>Colors:</b>	Yellow, red, blue, dark blue, and black
<b>Nationwide Sale Date:</b>	June 19, 1995	<b>Size:</b>	0.84 x 1.41 in/21.33 x 35.8 mm (image area)
<b>Issue City &amp; State:</b>	Cheboygan, MI		0.99 x 1.56 in/25.1 x 39.6 mm (overall)
<b>Designer:</b>	Howard Koslow, Toms River, NJ		6.13 x 1.88 in/155.7 x 47.8 mm (full pane)
<b>Engraver:</b>	Armotek Industries	<b>Plate Numbers:</b>	"S" followed by five single digits
<b>Art Director:</b>	Howard Paine, Delaplane, VA		
<b>Typographer:</b>	Tom Mann, Mann & Mann Graphics, Warrenton, VA		

STAMP ANNOUNCEMENT 95-26

# Challenger Space Shuttle Commemorative Stamp



Copyright USPS 1995

The Postal Service commemorates the Challenger Space Shuttle, STS-7, with the issuance of a \$3.00 stamp (Item 1110) on June 22 in Anaheim, CA. The stamp goes on sale nationwide on June 23.

Designed by Phil Jordan of Falls Church, VA, the stamp features the Challenger Space Shuttle. The shuttle's name, printed in microtype and hidden within the image for security reasons, and the mission number appear in the lower right corner of the design, outside the image area, directly opposite the 1995 year inscription. This is the first time that the Postal Service has used an actual photograph from a National Aeronautics and Space Administration mission, instead of an illustration based on a photograph.

### How to Order the First Day of Issue Postmark

Customers have 30 days to obtain the first day of issue postmark by mail. They may purchase the new stamp at their local post office, affix the stamp(s) to envelopes of their choice, address the envelopes (to themselves or others), insert a card of postcard thickness, tuck in the flap, and place the envelopes in a larger envelope addressed to:

CHALLENGER SPACE SHUTTLE STAMP  
 POSTMASTER  
 US POSTAL SERVICE  
 701 N LOARA  
 ANAHEIM CA 92801-9991

After applying the first day of issue postmark, the Postal Service returns the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by July 22, 1995.

The Philatelic Fulfillment Service Center also offers first day covers for new stamp issues. The covers are plain (noncachet) envelopes with the new stamps affixed and

<b>Issue:</b>	Challenger Space Shuttle
<b>Denomination:</b>	\$3.00
<b>Format:</b>	Pane of 20
<b>Item Number:</b>	1110
<b>Issue Date:</b>	June 22, 1995
<b>Nationwide Sale Date:</b>	June 23, 1995
<b>Issue City &amp; State:</b>	Anaheim, CA
<b>Designer:</b>	Phil Jordan, Falls Church, VA
<b>Art Director:</b>	Phil Jordan
<b>Typographer:</b>	Phil Jordan
<b>Project Manager:</b>	Joseph Brockert, Stamp Services, USPS
<b>Modeler:</b>	Joseph Sheeran
<b>Manufacturing Process:</b>	Combination offset-intaglio
<b>Printer:</b>	Ashton-Potter (USA) Ltd.
<b>Colors:</b>	Black, cyan, magenta, yellow, and PMS 292
<b>Size:</b>	1.10 x 1.42 in/27.9 x 36.1 mm (image area)  1.24 x 1.56 in/31.5 x 39.6 mm (overall)  7.24 x 7.09 in/183.9 x 180.1 mm (full pane)
<b>Plate Numbers:</b>	"P" followed by five single digits
<b>Marginal Markings:</b>	© USPS 1995, Plate Position Diagram, Price

postmarked with the official first day of issue cancellation. Each cover has an individual catalog number and is offered in the quarterly *Stamps etc.* catalog. Customers may request a free catalog by writing:

PHILATELIC FULFILLMENT SERVICE CENTER  
 US POSTAL SERVICE  
 PO BOX 419424  
 KANSAS CITY MO 64141-6424

or by telephoning 1-800-STAMP24.

First day covers remain on sale for at least 90 days after each stamp's issuance.

—Stamp Services, Marketing, 5-11-95



STAMP DISTRIBUTION TO POST OFFICES

**\$2.00 Blue Jay Stamp Booklet**

<b>Issue:</b>	Blue Jay
<b>Denomination:</b>	20 cents
<b>Format:</b>	Booklet of 10
<b>Item Number:</b>	6666
<b>Issue Date:</b>	June 15, 1995
<b>First Day City:</b>	Kansas City, MO
<b>National Sales Date:</b>	June 16, 1995
<b>Printer:</b>	Stamp Venturers
<b>Master Carton Size:</b>	4,500 booklets

The \$2.00 Blue Jay stamp booklet, Item 6666, goes on sale June 15 in Kansas City, MO. The stamp design features a blue jay. This booklet contains 10 20-cent stamps that meet the new U.S. postcard rate.

**Distribution**

Each stamp distribution office (SDO) with authorized philatelic centers will receive the following booklet quantities to provide subsequent automatic distribution to each philatelic center:

<b>Offices That Receive Four-Position Stock in These Quantities</b>	<b>Will Receive This Quantity of \$2.00 Blue Jay Stamp Booklets</b>
20,000	4,500
40,000	4,500
60,000	4,500
80,000	4,500
125,000	9,000
250,000	18,000
375,000	27,000
625,000	45,000

All SDOs will receive two automatic distributions, using the new booklet automatic quantities for the Blue Jay booklets rounded to the nearest master carton size (4,500 booklets). The first and the second automatic distributions for SDOs will be half their standard distributions rounded to the nearest master carton. The first automatic distribution will begin on May 1 and will be completed on June 1. The second distribution will begin on June 30 and will be completed on July 31.

The Blue Jay booklet will be shipped in criss-cross packaging for the vending program.

Beginning July 31, each accountable paper depository (APD) will receive 810,000 Blue Jay booklets; the stamp distribution network (SDN) in Dulles, VA, will receive 1,215,000 booklets; and the SDN in Kansas City, MO, will receive 1,224,000 booklets for filling supplemental orders. These shipments will be completed on August 14. SDOs will also make subsequent automatic distribution to post offices, using Forms 3309, *Advice of Shipment/Stamp Invoice*. SDOs must not distribute stamps to post offices before June 8.

**Additional Supply**

SDOs requiring additional booklets must order them from their APD, using separate Forms 17, *Stamp Requisition*. All other post offices requiring additional booklets should requisition them from their designated SDO on a separate Form 17, or designated SDN using a separate Form 17sx, *Accountable Items Requisition Stamp Distribution Network*.

—Stamp Services, Marketing 5-11-95

STAMP DISTRIBUTION TO POST OFFICES

**32-Cent Texas Statehood Commemorative Stamp**

<b>Issue:</b>	Texas Statehood
<b>Denomination:</b>	32 cents
<b>Format:</b>	Pane of 20 stamps
<b>Item Number:</b>	4470
<b>Issue Date:</b>	June 16, 1995
<b>First Day City:</b>	Austin, TX
<b>National Sales Date:</b>	June 17, 1995
<b>Printer:</b>	Ashton Potter (USA) Ltd.
<b>Master Carton Size:</b>	70,000 stamps

Offices That Receive Four-Position Stock in These Quantities	Will Receive This Quantity of 32-Cent Texas Statehood Commemorative Stamps
20,000	12,000
40,000	24,000
60,000	36,000
80,000	48,000
125,000	140,000
250,000	280,000
375,000	350,000
625,000	560,000

The Texas Statehood commemorative stamp, Item 4470, goes on sale June 16 in Austin, TX. This stamp design commemorates the 150th anniversary of Texas's statehood.

**Distribution**

All stamp distribution offices (SDOs) will receive half their standard automatic distribution quantities of 20-stamps-per-pane commemorative stamps, rounded to the nearest master carton size (70,000 stamps). SDOs will make shipments to post offices for half their standard automatic distribution, using Forms 3309, *Advice of Shipment/Stamp Invoice*. SDOs must not distribute stamps to post offices before June 8.

For the vending program, 2,000,000 stamps will be provided in the form of 100,000 packets of 20 stamps.

**Philatelic Requirements**

Post offices with authorized philatelic centers will receive the following automatic distributions in six positions:

**Additional Supply**

SDOs in Texas will receive additional stock to supply them for approximately 1 year. Each accountable paper depository (APD) will receive additional stamps for filling supplemental orders as follows: New York, NY; Washington, DC; Chicago, IL; Denver, CO; San Francisco, CA—350,000 stamps; stamp distribution networks (SDNs)—770,000; and Memphis, TN—1,050,000 stamps. SDOs requiring additional stamps must order them from their accountable paper depository, using separate Forms 17, *Stamp Requisition*. All other post offices requiring additional stamps should requisition them from their designated SDO on separate Forms 17, or designated SDN on a separate Form 17sx, *Accountable Items Requisition Stamp Distribution Network*.

**Sales Policy**

These stamps should be available at regular service windows until they are officially removed from sale, generally 1 year from date of issue. All post offices must initially acquire at least a 60-day supply of each new commemorative stamp before the sale date and have the stamps available at all service windows on the sale date. If supplies run low, post offices must reorder additional quantities through their normal ordering procedures.

—Stamp Services, Marketing, 5-11-95

STAMP DISTRIBUTION TO POST OFFICES

**20-Cent Cog Railway Coils**

<b>Issue:</b>	Cog Railway
<b>Denomination:</b>	20 cents
<b>Format:</b>	Coils of 100, 500, and 3,000
<b>Item Numbers:</b>	7770—Coil of 100 7771—Coil of 500 7772—Coil of 3,000
<b>Issue Date:</b>	June 9, 1995
<b>Issue City &amp; State:</b>	Dallas, TX
<b>Nationwide Sale Date:</b>	June 10, 1995
<b>Printer:</b>	Bureau of Engraving and Printing
<b>Master Carton Lot Size:</b>	800 coils

The 20-cent Cog Railway coils of 100, 500, and 3,000 stamps go on sale June 9, 1995, in Dallas, TX. These stamps, the final in the Transportation Series, are a design of the Cloud engine from the Mount Washington, NH, Cog Railway.

**Distribution**

Only stamp distribution offices (SDOs) with authorized philatelic centers will receive an automatic distribution of the Cog Railway coil of 100 based on the chart below. SDOs must not distribute stamps to post offices before June 2, 1995. There will not be an automatic distribution of the coils of 500 and 3,000 stamps.

Offices That Receive Four-Position Stock in These Quantities	Will Receive This Quantity of the 20-Cent Cog Railway Coil of 100 Stamps
20,000	600
40,000	1,200
60,000	1,800
80,000	2,500
125,000	5,000
250,000	12,000
375,000	17,500
625,000	30,000

**Additional Supply**

CAG A-G post offices requiring these stamp coils in bulk quantities should immediately submit Forms 3356, *Stamp Requisition—Bulk Quantities*, to the Bureau of Engraving and Printing. Orders should be submitted in quantities of 400 coils, 800 coils, and multiples of 800 coils to a maximum of 72,000 coils per requisition for the 100-stamp coils (Item 7770). The 500-stamp coils (Item 7771) should be ordered in quantities of 200 and 400 coils and multiples of 400 coils with a maximum of 2,000 coils per requisition. The 3,000-stamp coils (Item 7772) should be ordered in quantities of 32 and 64 coils with a maximum of 768 coils per requisition.

All other post offices requiring less than bulk quantities of these coils should requisition them from their designated SDO on a separate Form 17, *Stamp Requisition*.

—Stamp Services, Marketing, 5-11-95

STAMP DISTRIBUTION TO POST OFFICES

**32-Cent Ferryboat Coil**

<b>Issue:</b>	Ferryboat
<b>Denomination:</b>	32 cents
<b>Format:</b>	Coil of 100 stamps
<b>Item Number:</b>	7911
<b>Issue Date:</b>	June 2, 1995
<b>Issue City &amp; State:</b>	McLean, VA
<b>Nationwide Sale Date:</b>	June 3, 1995
<b>Printer:</b>	Bureau of Engraving and Printing
<b>Master Carton Lot Size:</b>	800 coils

The 32-cent Ferryboat coil goes on sale June 2, 1995, in McLean, VA.

This stamp, a part of the Transportation Series, is based on a variety of ferryboats from the early 1900s.

**Distribution**

Only stamp distribution offices (SDOs) with authorized philatelic centers will receive an automatic distribution of the Ferryboat coil of 100 based on the chart below. SDOs must not distribute stamps to post offices before May 26.

<b>Offices That Receive Four-Position Stock in These Quantities</b>	<b>Will Receive This Quantity of 32-Cent Ferryboat Coils</b>
20,000	600
40,000	1,200
60,000	1,800
80,000	2,500
125,000	5,000
250,000	12,000
375,000	17,500
625,000	30,000

**Additional Supply**

CAG A–G post offices requiring these stamp coils in bulk quantities should immediately submit Forms 3356, *Stamp Requisition—Bulk Quantities*, to the Bureau of Engraving and Printing. Orders should be submitted in quantities of 400 coils, 800 coils, and multiples of 800 coils to a maximum of 72,000 coils per requisition.

All other post offices requiring less than bulk quantities of these coils should requisition them from their designated SDO on a separate Form 17, *Stamp Requisition*.

—Stamp Services, Marketing, 5-11-95

STAMP DISTRIBUTION TO POST OFFICES

**32-Cent Rose Self-Adhesive Convertible Booklet**

<b>Issue:</b>	Rose
<b>Denomination:</b>	32 cents
<b>Format:</b>	Convertible booklet of 20 self-adhesive stamps
<b>Item Number:</b>	6675
<b>Issue Date:</b>	June 2, 1995
<b>Issue City &amp; State:</b>	McLean, VA
<b>Nationwide Sale Date:</b>	June 3, 1995
<b>Printer:</b>	Stamp Venturers
<b>Master Carton Lot Size:</b>	4,500 booklets

The 32-cent Rose self-adhesive convertible booklet goes on sale June 2, 1995, in McLean, VA. This stamp design depicts a single pink rose and USA 32. A future *Postal Bulletin* will include collector information.

**Distribution**

All stamp distribution offices (SDOs) will receive two distributions of half their standard automatic distribution quantities for a 20-stamp booklet, rounded to the nearest master carton size (4,500 booklets). The first distribution will be completed May 10, and the second distribution will be completed by June 20.

SDOs will make only one shipment to post offices, of half their standard automatic distribution quantity, using Forms 3309, *Advice of Shipment/Stamp Invoice*. SDOs must not distribute stamps to post offices before May 24. Post offices may reorder additional quantities from their SDOs after June 20. There will not be back-up quantities of this item at the accountable paper depositories.

**Philatelic Requirement**

Post offices with authorized centers will receive the following automatic distribution:

<b>Offices That Receive Four-Position Stock in These Quantities</b>	<b>Will Receive This Quantity of 32-Cent Rose Booklets</b>
20,000	4,500
40,000	4,500
60,000	4,500
80,000	4,500
125,000	9,000
250,000	18,000
375,000	27,000
625,000	45,000

—Stamp Services, Marketing, 5-11-95

STAMP DISTRIBUTION TO POST OFFICES

**32-Cent Great Lakes Lighthouses Booklet**

<b>Issue:</b>	Great Lakes Lighthouses
<b>Denomination:</b>	32 cents
<b>Format:</b>	Booklet of 20 stamps (5 designs)
<b>Item Number:</b>	6653
<b>Issue Date:</b>	June 17, 1995
<b>Issue City &amp; State:</b>	Cheboygan, MI
<b>Nationwide Sale Date:</b>	June 19, 1995
<b>Printer:</b>	Stamp Venturers
<b>Master Carton Lot Size:</b>	4,500 booklets

The 32-cent Great Lakes Lighthouses stamp booklet, Item 6653, goes on sale June 17, 1995, in Cheboygan, MI. These five historic lighthouses, illustrated by Howard Kosslow of Toms River, NJ, commemorate the great towers that made coastal and Great Lakes navigation possible.

**Distribution**

Each stamp distribution office (SDO) with authorized philatelic centers will receive a standard automatic distribution for subsequent distribution to each philatelic center.

All SDOs will receive two distributions of half their standard automatic distribution quantities for a 20-stamp booklet, rounded to the nearest master carton lot size (4,500

booklets). The first distribution will be completed by May 8, and the second distribution will be completed by June 30.

SDOs will make only one shipment to post offices, of half their standard automatic distribution quantity, using Forms 3309, *Advice of Shipment/Stamp Invoice*. SDOs must not distribute stamps to post offices before June 12.

**Additional Supply**

Accountable paper depositories (APDs) will receive 1,233,000 booklets of this issue for filling supplemental orders. Shipments will start the week of July 3 and will be completed around August 4. SDOs requiring additional stamps must order them from their appropriate APD, using separate Forms 17, *Stamp Requisition*. All other post offices requiring additional quantities of this stamp should immediately requisition them from their designated SDO on separate Forms 17.

**Sales Policy**

These stamps should be available at regular service windows until they are officially removed from sale, generally 1 year from date of issue. All post offices must initially acquire at least a 60-day supply of each new commemorative stamp before the sale date and have the stamps available at all service windows on the sale date. If supplies run low, post offices must reorder additional quantities through the normal ordering procedures.

—Stamp Services, Marketing, 5-11-95

**Availability of Revised Form 17, Stamp Requisition**

A revised Form 17, *Stamp Requisition* (January 1995), is available in pads of 100 sheets from the material distribution centers (MDCs). This revised form replaces Form 17-A, *Accountable Items From Stamp Distribution Office*, and previous editions of Form 17, *Stamp Requisition*. Form

17 may be requisitioned from the MDCs, using Form 7380, *MDC Supply Requisition*.

—Stamp Services, Marketing, 5-11-95

## Migratory Bird Hunting and Conservation Stamp

The \$15 Migratory Bird Hunting and Conservation stamp for the 1995–96 hunting season goes on sale in Washington, DC, on June 30, 1995, and will remain on sale through June 30, 1996. The Department of the Interior formally issues the stamp at the Smithsonian Institution's National Museum of American History on June 30 and it goes on sale nationwide July 1.

### Distribution

*Post Offices.* To allow postmasters to order the 1995–96 stamp in quantities closely corresponding to customer demand, the minimum ordering quantity is 5 stamps. However, postmasters should order full panes of 30 stamps whenever practical. Postmasters should review their records to determine the average number of Migratory Bird Hunting and Conservation stamps previously sold and use this information to determine the appropriate number of the 1995–96 stamps to requisition, rounded up to multiples of 5 or 30 stamps.

Postmasters must immediately send a separate Form 17, *Stamp Requisition*, to their SDOs for enough Migratory Bird Hunting and Conservation stamps, Item 3326, to last until March 1, 1996. If the initial supply is exhausted before March 1, 1996, postmasters must requisition an additional supply. Postmasters with philatelic centers should order according to philatelic demand.

*Stamp Distribution Offices.* Stamp distribution offices (SDOs) must review their inventory records for past issues, and postmasters' requisitions for the 1995–96 Migratory Bird Hunting and Conservation stamps, to determine the quantity of the 1995–96 Migratory Bird Hunting and Conservation stamps to order.

SDOs requiring these stamps in bulk quantities should requisition them from the Bureau of Engraving and Printing, on Forms 3356, *Stamp Requisition—Bulk Quantities*, using Item 3326. Order the stamps in quantities of 3,000, 6,000, 9,000, 12,000, 15,000, 30,000, 45,000, 60,000, and 75,000 stamps and in multiples of 75,000 to a maximum of 675,000 stamps per requisition.

SDOs requiring fewer than 3,000 stamps must send Forms 17, *Stamp Requisition*, to their accountable paper depositories.

*Hunting Regulations Pamphlets.* The Department of the Interior does not automatically distribute pamphlets on hunting regulations because migratory game bird laws vary by state. Poster 3-124, *Waterfowlers Attention (Revised July 1992)*, indicates where to direct inquiries about hunting regulations of the state wildlife agency or local areas of the U.S. Fish and Wildlife Service.

—Stamp Services, Marketing, 5-11-95

## Migratory Waterfowl Survey—Duck Stamps

The Postal Service is again helping the U.S. Fish and Wildlife Service, Department of the Interior, conduct its annual survey to measure the harvest of migratory waterfowl during the coming hunting season. Only certain post offices, stations, and branches are randomly selected to participate in the survey.

The Department of the Interior sends the materials directly to the postmaster or to the selected stations and branches of some larger post offices, after notifying the postmaster. Only the selected units may distribute the federal Duck Stamp Cards.

Each shipment includes:

1. Federal Duck Stamp Cards for the hunter's name and address.
2. Instructions for window personnel.
3. Acknowledgment postcard (Fish and Wildlife Service Form M.S.7).

Manager should:

1. Inform employees of survey instructions.
2. Acknowledge receipt of the materials using enclosed postcard (Fish and Wildlife Service Form M.S.7).

Window personnel should:

1. Give a federal Duck Stamp Card to all purchasers of Migratory Bird Hunting and Conservation (duck) stamps, including collectors and nonhunters, at the time of purchase.
2. Ask the customer to fill in the name and address portion and return the card to the window clerk for mailing. The customer detaches and keeps the stub (hunting diary) portion of the card to record daily hunting activity.
3. If customers purchase stamps for resale or for distribution to other hunters, give them one instruction sheet and a name and address card for each stamp. Ask them to request the actual stamp recipient to fill in, detach, and mail the business reply portion of the card without delay. Stamp collectors should receive only one card.

Customer participation is voluntary but essential to the survey's success. The cooperation of all postmasters, managers, and window personnel involved is appreciated.

—Stamp Services, Marketing, 5-11-95

# POSTAL EMPLOYEES

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## Important Changes to Workers' Compensation Laws

On September 30, 1994, President Clinton signed H.R. 4606 into law (Public Law 103-333). The legislation included provisions amending the Federal Employees' Compensation Act (FECA) and 18 USC 1920, False Statement to Obtain Federal Employee Compensation. The amendments are consistent with the recommendation of Vice President Al Gore in his Report of the National Performance Review, issued September 7, 1993. It is believed

that these changes will serve as a further deterrent to those who abuse the system, while continuing payment for legitimate claims as intended by the program. Please post this notice (on page 61) on all employee bulletin boards.

—*External Crimes/Internal Crimes,  
Inspection Service, 5-11-95*





**U.S. POSTAL INSPECTION SERVICE**  
**OFFICE OF THE CHIEF POSTAL INSPECTOR**

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## **NOTICE TO EMPLOYEES**

### ***Important Changes Affecting Federal Workers' Compensation Laws***

On September 30, 1994, President Clinton signed H.R. 4606 into Law (Public Law 103-333). The legislation included amendments to Title 5, United States Code, Chapter 81, Federal Employees' Compensation Act (FECA); and Title 18, United States Code, Section 1920, False Statement to Obtain Federal Employees' Compensation.

Title 5, U.S.C., Chapter 81, was amended and a new section 8148, was added which provides for (a) the termination of benefits payable to beneficiaries who have been convicted of defrauding the program; or (b) the suspension of benefits payable to beneficiaries imprisoned as a result of a felony conviction. When benefits are suspended, a portion of the money may be paid to dependents according to percentages specified under Title 5, U.S.C., Section 8133 (a) (i.e., death benefits).

Title 18, U.S.C., Section 1920, was amended and elevates the penalties to a felony for violating the law when the amount of the fraud exceeds \$1,000. These provisions are effective for any conviction obtained after September 30, 1994.

If you suspect a postal employee or a medical provider of abusing or defrauding the Workers' Compensation Program, you are encouraged to call the Inspection Service Hotline at 1-800-654-8896, or your local Postal Inspector. All calls will be kept confidential. Rewards are payable for anyone providing information leading to the arrest and conviction of a postal employee or medical provider responsible for abusing or defrauding the Workers' Compensation Program.

**PLEASE POST ON ALL EMPLOYEE BULLETIN BOARDS**

NOTICE TO ALL EMPLOYEES

# THRIFT SAVINGS PLAN FACT SHEET

C, F, and G Fund Monthly Returns

Released April 17, 1995

MONTHS	C	F	G
1989 JAN.–DEC. %	31.03	13.89*	8.81
1990	-3.15	8.00*	8.90
1991	30.77	15.75	8.15
1992	7.70	7.20	7.23
1993	10.13	9.52	6.14
1994	1.33	-2.96	7.22
<b>1994</b>			
APRIL	1.28	-.81	.56
MAY	1.66	-.02	.60
JUNE	-2.47	-.24	.59
JULY	3.27	1.97	.62
AUGUST	4.11	.13	.60
SEPTEMBER	-2.44	-1.47	.59
OCTOBER	2.24	-.10	.65
NOVEMBER	-3.62	-.23	.64
DECEMBER	1.49	.69	.68
<b>1995</b>			
JANUARY	2.58	1.98	.67
FEBRUARY	3.87	2.38	.59
MARCH	2.94	.60	.62
<b>LAST 12 MONTHS</b>	<b>15.53</b>	<b>4.91</b>	<b>7.67</b>

\*Through 1990 the F Fund was invested in the Wells Fargo Bond Index Fund.

The C Fund is invested in the Wells Fargo Equity Index Fund, which tracks the S&P 500 stock index. The F Fund is invested in the Wells Fargo U.S. Debt Index Fund, which tracks the Lehman Brothers Aggregate Bond index. The G Fund is invested in special issues of U.S. Treasury securities.

The monthly C, F, and G Fund returns represent net earnings for the month, after deduction of accrued administrative expenses. The C and F Fund returns also reflect the deduction of trading costs and accrued investment management fees.

The C, F, and G Fund monthly returns are dollar-weighted: they reflect net earnings on the changing balances invested during the month. The C, F, and G Fund returns for the last 12 months assume, except for the crediting of earnings, unchanging balances (time-weighting) from month to month and assume that earnings are compounded on a monthly basis.

The C and F Fund returns vary from Wells Fargo returns because of C and F Fund expenses and changing balances in the C and F Funds.

Future performance of the three funds will vary and may be significantly different from the returns shown above. See the "Summary of the Thrift Savings Plan" for detailed information about the funds and their investment risks.

**Federal Retirement Thrift Investment Board**



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# POST OFFICE

## Post Office Changes Number 9

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	073726	80403	CO	Golden	Jefferson	Main Office	Post Office	7/1/95	Establish a new ZIP Code for a delivery area. Use Arvada CO 80007 as last line of address for a portion of the deliveries previously in ZIP Code 80403.
New	070414	80007	CO	Arvada	Jefferson	Indian Tree	Classified Branch	7/1/95	
Old	072970	80439	CO	Evergreen	Jefferson	Main Office	Post Office	7/1/95	Establish a new ZIP Code for post office boxes. Use Evergreen CO 80437 as last line of address for post office boxes previously in ZIP Code 80439.
New	072970	80437	CO	Evergreen	Jefferson	Main Office	Post Office	7/1/95	
Old	075580	80126	CO	Littleton	Douglas	Main Office	Post Office	7/1/95	Establish a new ZIP Code for post office boxes. Use Littleton CO 80163 as last line of address for post office boxes previously in ZIP Code 80126.
New	075580	80163	CO	Littleton	Douglas	Main Office	Post Office	7/1/95	
Old	113825	33014	FL	Hialeah	Dade	Main Office	Post Office	4/15/95	Establish a new ZIP Code for post office boxes. Establish a new classified branch. Use Hialeah FL 33002 as last line of address.
New	113825	33002	FL	Hialeah	Dade	Hialeah	Classified Branch	4/15/95	
Old	117635	33071	FL	Pompano Beach	Broward	Main Office	Post Office	5/15/95	Establish a new ZIP Code for post office boxes. Establish a new classified branch. Use Pompano Beach FL 33097 as last line of address.
New	117635	33097	FL	Pompano Beach	Broward	Lyonsboro	Classified Branch	5/15/95	
Old	174631	46351	IN	La Porte	La Porte	Stillwell	Community Post Office	4/10/95	Community post office and ZIP Code discontinued. Stillwell IN becomes an acceptable place name for use with ZIP Code 46350.
New	174631	46350	IN	La Porte	La Porte	Stillwell	Place Name	4/10/95	
Old	205572	42766	KY	Neafus	Grayson	Main Office	Post Office	5/20/95	Post office and ZIP Code discontinued. Establish a place name. Neafus KY becomes an acceptable place name for use with ZIP Code 42721.
New	201244	42721	KY	Caneyville	Grayson	Neafus	Place Name	5/20/95	
Old	207404	42780	KY	Steff	Grayson	Main Office	Post Office	5/20/95	Post office and ZIP Code discontinued. Steff KY becomes an acceptable place name for use with ZIP Code 42721.
New	201244	42721	KY	Caneyville	Grayson	Steff	Place Name	5/20/95	

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	207984	42785	KY	Vertrees	Hardin	Main Office	Post Office	5/13/95	Post office and ZIP Code discontinued. Establish a place name. Vertrees KY becomes an acceptable place name for use with ZIP Code 42724.
New	201368	42724	KY	Cecilia	Hardin	Vertrees	Place Name	5/13/95	
Old	201968	41733	KY	Daisy	Perry	Main Office	Post Office	5/20/95	Post office and ZIP Code discontinued. Establish a place name. Daisy KY becomes an acceptable place name for use with ZIP Code 41731.
New	201740	41731	KY	Cornettsville	Perry	Daisy	Place Name	5/20/95	
Old	202216	41521	KY	Draffin	Pike	Main Office	Post Office	6/17/95	Post office and ZIP Code discontinued. Establish a place name. Draffin KY becomes an acceptable place name for use with ZIP Code 41522.
New	202458	41522	KY	Elkhorn City	Pike	Draffin	Place Name	6/17/95	
Old	105000	20335	DC	Washington	District of Columbia	Andrews AFB	Place Name	7/1/95	ZIP Code discontinued. Establish new ZIP Code for classified branch and delivery area. Use Andrews AFB Maryland 20762 as last line of address.
New	237480	20762	MD	Southern Maryland Facility	Suitland	Andrews AFB	Classified Branch	7/1/95	
Old	265750	56254	MN	Louisburg	La Qui Parle	Main Office	Post Office	5/4/95	Post office and ZIP Code discontinued. Establish a place name. Louisburg MN becomes an acceptable place name for use with ZIP Code 56256.
New	265880	56256	MN	Madison	La Qui Parle	Louisburg	Place Name	5/4/95	
Old	286936	65401	MO	Rolla	Phelps	Main Office	Post Office	7/1/95	Establish a new ZIP Code for post office boxes. Use Rolla MO 65402 for post office boxes previously in ZIP Code 65401.
New	286936	65402	MO	Rolla	Phelps	Main Office	Post Office	7/1/95	
Old	295238	59848	MT	Lonepine	Sanders	Main Office	Post Office	5/20/95	Post office discontinued. Retain ZIP Code. Establish a community post office. Use Lonepine MT 59848 as last line of address.
New	294212	59848	MT	Hot Springs	Sanders	Lonepine	Community Post Office	5/20/95	
Old	297830	59751	MT	Silver Star	Madison	Main Office	Post Office	5/20/95	Post office discontinued. Retain ZIP Code. Establish a community post office. Use Silver Star MT 59751 as last line of address.
New	298568	59751	MT	Twin Bridges	Madison	Silver Star	Community Post Office	5/20/95	

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	324140	03051	NH	Hudson	Hillsborough	Main Office	Post Office	7/1/95	Establish a new ZIP Code for a delivery area. Use Litchfield NH 03052 as last line of address for a portion of the deliveries previously in ZIP Code 03051.
New	324140	03052	NH	Hudson	Hillsborough	Litchfield	Place Name	7/1/95	
Old	324800	03103	NH	Manchester	Hillsborough	Main Office	Post Office	7/1/95	Establish a new ZIP Code for a delivery area. Use Litchfield NH 03052 as last line of address for a portion of the deliveries previously in ZIP Code 03103.
New	324140	03052	NH	Hudson	Hillsborough	Litchfield	Place Name	7/1/95	
Old	348379	88438	NM	Stead	Union	Main Office	Post Office	5/20/95	Post office and ZIP Code discontinued. Establish a place name. Stead NM becomes an acceptable place name for use with ZIP Code 88415.
New	341680	88415	NM	Clayton	Union	Stead	Place Name	5/20/95	
Old	342058	88114	NM	Crossroads	Lea	Main Office	Post Office	4/29/95	Post office discontinued. Retain ZIP Code. Establish a community post office. Use Crossroads NM 88114 as last line of address.
New	346888	88114	NM	Portales	Lea	Crossroads	Community Post Office	4/29/95	
Old	343591	88423	NM	Glenrio	Quay	Main Office	Post Office	4/29/95	Post office and ZIP Code discontinued. Establish a place name. Glenrio NM becomes an acceptable place name for use with ZIP Code 88434.
New	347728	88434	NM	San Jon	Quay	Glenrio	Place Name	4/29/95	
Old	358450	13692	NY	Thousand Island Park	Jefferson	Main Office	Post Office	12/3/94	Post office discontinued. Retain ZIP Code. Establish a classified station. Use Thousand Island Park NY 13692 as last line of address.
New	352840	13692	NY	Fineview	Jefferson	Thousand Island Park	Classified Station	12/3/94	
Old	375344	58551	ND	Leith	Grant	Main Office	Post Office	5/20/95	Post office and ZIP Code discontinued. Establish a place name. Leith ND becomes an acceptable place name for use with ZIP Code 58529.
New	371568	58529	ND	Carson	Grant	Leith	Place Name	5/20/95	
Old	456060	29492	SC	Mount Pleasant	Charleston	Wando	Place Name	6/10/95	This announcement changes the administrative responsibility for ZIP Code 29492 from Mount Pleasant to Charleston SC. Continue to use Wando SC 29492 as last line of address.
New	451480	29492	SC	Charleston	Charleston	Wando	Place Name	6/10/95	

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	467902	57782	SD	Smithwick	Fall River	Main Office	Post Office	5/7/95	Post office discontinued. Retain ZIP Code. Establish a community post office. Use Smithwick SD 57782 as last line of address.
New	466318	57782	SD	Oelrichs	Fall River	Smithwick	Community Post Office	5/7/95	
Old	518718	22559	VA	Supply	Essex	Main Office	Post Office	4/29/95	Post office and ZIP Code discontinued. Establish a place name. Supply VA becomes an acceptable place name for use with ZIP Code 22436.
New	511494	22436	VA	Caret	Essex	Supply	Place Name	4/29/95	
Old	551020	26523	WV	Brandonville	Preston	Main Office	Post Office	5/13/95	Post office and ZIP Code discontinued. Establish a place name. Brandonville WV becomes an acceptable place name for use with ZIP Code 26525.
New	551110	26525	WV	Bruceton	Preston	Brandonville	Place Name	5/13/95	
Old	553588	26367	WV	Hazelgreen	Ritchie	Main Office	Post Office	5/13/95	Post office and ZIP Code discontinued. Establish a place name. Hazelgreen WV becomes an acceptable place name for use with ZIP Code 26362.
New	553540	26362	WV	Harrisville	Ritchie	Hazelgreen	Place Name	5/13/95	
Old	555796	26409	WV	Newberne	Gilmer	Main Office	Post Office	5/13/95	Post office and ZIP Code discontinued. Establish a place name. Newberne WV becomes an acceptable place name for use with ZIP Code 26362.
New	553540	26362	WV	Harrisville	Ritchie	Newberne	Place Name	5/13/95	
Old	551080	25957	WV	Brooks	Summers	Main Office	Post Office	9/18/93	Post office and ZIP Code discontinued. Establish a place name. Brooks WV becomes an acceptable place name for use with ZIP Code 25951.
New	553774	25951	WV	Hinton	Summers	Brooks	Place Name	9/18/93	

—Address Management, Operations Support, 5-11-95

## New 608 Three-Digit Service Area for Chicago, IL

On July 1, 1995, a new 608 three-digit service area will be activated in Chicago, IL. The new three-digit service area will accommodate future long-term operational requirements and enhance service to the area. Initially, a new five-digit ZIP Code, in the 608 service area, will be assigned to Evergreen Park, IL, affecting approximately 8,200 deliveries. In addition, approximately 880 Evergreen Park deliveries will be reassigned from ZIP Code 60642 to 60655.

To apply the correct new ZIP Code, an address formerly in ZIP Code 60642 must be reviewed with the addresses in 60805 and 60655. Address Management products such as Carrier Route Information Systems (CRIS), ZIP+4 National File Directory, and Five-Digit ZIP Code File provide excellent means of verifying detailed street information and

ensuring correct ZIP Code usage.

The ZIP Code realignment information is automatically included in the regular June fulfillment cycle of all Address Management subscription products, as well as in the July quarterly updates (base file and cumulative transactions), created for CRIS, ZIP+4 National File Directory, Delivery Statistics, Five-Digit ZIP Code, and city/state files.

Customers can call the National Customer Support Center in Memphis, TN, toll-free at 1-800-238-3150 for assistance with ordering Address Management products. Additional information concerning these realignments can be obtained by contacting Address Management Systems in Chicago at 1-312-765-3505.

—*Address Management, Sales, 5-11-95*

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### ALL DELIVERY EMPLOYEES

## Vehicle Security

*Vehicle Maintenance Bulletin* (VMB) 04-95, dated February 10, 1995, identifies three vehicle modifications developed to increase vehicle security and authorizes their installation through vehicle maintenance facilities (VMFs). Two locking mechanisms and use of polycarbonate laminated window glass are described.

As indicated in the VMB, local managers concerned about vehicle break-ins should review conditions under their immediate control for possible improvement. For example, adjustments in vehicle park points and the time of delivery may help discourage vehicle break-ins. Reassigning long life vehicles (LLVs) to high-risk areas and keeping mail out of sight and better-secured may reduce break-in attempts that are presently directed at Jeeps. Additionally, local managers should consult with the Inspection Service to determine if higher levels of vehicle security are warranted.

LLVs that are being used in areas identified for increased security should be modified with specialty glass if

it is not operationally reasonable to move mail from the cab area to the cargo area each time the vehicle is left unattended (for example, expedited delivery or dismount delivery assignments). In contrast, for park and loop routes, use of specialty glass can be preempted by ensuring that all mail is kept in the LLV's cargo area. Therefore, carriers may be required to load all mail into the cargo area of the LLV at the post office. Mail for delivery at individual relay points is then retrieved directly from the cargo area, and undelivered or collected items are returned there as well.

Postmasters and delivery managers with vehicle security concerns should contact local managers of vehicle maintenance, VMFs, and the Inspection Service for additional information and assistance.

—*Delivery Policies and Programs,  
Operations Support, 5-11-95*

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