

# POSTAL BULLETIN

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The *Postal Bulletin* is also available on the World Wide Web at <<http://www.usps.gov>>.

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# Administrative Services

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## Plain Stamped Envelope Ordering Information

The following information is provided to postmasters and accountable paper custodians about ordering plain stamped envelopes. A copy of this information should be maintained and frequently reviewed by current and new accountable paper custodians. It is important that these procedures be followed for you to receive your plain stamped envelopes on schedule. The following recap is to be used as a guideline. For complete information, review Handbook F-1, Section 4, *Managing Accountable Paper*, page 85.

### Ordering Plain Stamped Envelopes

All authorized Cost Ascertainment Group (CAG) A-G postmasters or accountable paper custodians may submit requisitions to Stamp Fulfillment Services (SFS) for stamped envelopes. Plain stamped envelopes can be ordered once every accounting period, and you should maintain an eight-week inventory of stamped envelopes. PS Form 3205, *Requisition for Plain Stamped Envelopes*, must be submitted to SFS according to the schedule shown in Figure 1 using a pre-addressed EP-10-E envelope, which is available from the material distribution centers. Do not lend PS Form 3205 to other post offices. These forms are preprinted with your finance number and office information and are issued in ascending numerical sequence in lots of 100 cards to SDOs and 50 cards to all other post offices (paragraph 423.43 2).

Submit all requisitions so that they arrive at least seven days before the due date indicated on the ordering schedule. Shipments are made the second week following the scheduled submission week (not from the date of your requisition). The submission week for stamped envelopes is not the same as those for stamps and postal cards (refer to Handbook F-1, Section 4, paragraph 423.43 5). Copies of the revised PS Form 3205, *Requisition for Plain Stamped Envelopes* and PS Form 3206, *Order For Forms 3205* are shown in Figures 2 (Page 3) and 3 (Page 4), respectively. These new forms will be sent to you when your current supply of PS Form 3205 is depleted and you order a new supply. *Please note the new packing requirements: only those carton sizes shown on the form are available.* You should now order only in those carton sizes on your old forms to facilitate the processing of your order (see Figure 4). If you can use full pallets of envelopes, refer to Figure 5 for the quantities to be ordered (this was changed because of new Postal Service shipping and stacking requirements).

### Emergency Requisitions

When stamped envelopes are urgently needed to fulfill customer demand outside the normal requisitioning cycle, an emergency requisition may be submitted. A memorandum must be submitted with the requisition listing the reason for the out-of-cycle ordering, the date the envelopes are required, the requisition number, the quantity and item, the signature of the local manager, and the post office telephone number, city, state, and ZIP Code. If these items are not included, the requisition will be processed as a normal requisition. Processing out-of-cycle orders increases shipping and handling costs. Emergency requisitions should only be requested if you are unable to get stock from your SDO or accountable paper depository.

### Receipt of Stock

Examine each shipping carton to ascertain that the address is correct, the seal is unbroken, and the carton is not damaged. If there are any signs of tampering, report it to the inspector-in-charge immediately (paragraph 423.6 3). Always enter the total value of the stock as noted on the advice of shipment even if the physical quantity received is not the same. This amount has been charged to your finance number as of the date of shipment. If you enter a figure other than the total on the advice of shipment, you will receive a statement of differences from the PDC. Allow three weeks from the date of shipment before reporting full-carton nonreceipts to SFS. If you ordered the incorrect item, contact your SDO for permission to return or exchange the stock with them. If the contractor furnished you the incorrect item, contact SFS for information on how to receive advice of shipment for stock received (Treat-As-Filled) or return of stock to SFS for replacement if it cannot be used. To report nonreceipt of a carton(s), send a memo to SFS. Do not use PS Form 8144, *Stamp Discrepancy Report*, to report nonreceipts of full cartons or for incorrect items.

### Shortages in Sealed Cartons

Report by telephone to Stamp Acquisition, Quality Assurance (202-268-6542) if one or more boxes of 500 are missing in a sealed carton. Follow up by reporting shortage on PS Form 8144, *Stamp Discrepancy Report*, to the address on the form. Total all PS Forms 8144 at the end of the accounting period and file a claim for loss (paragraph 423.72 2).

**Shortages in Open/Damaged Cartons**

If there are any signs of tampering and stock is missing in a carton, report this immediately to the inspector-in-charge (paragraph 423.6 3).

**Damaged Envelopes**

Handle plain stamped envelopes that are damaged according to Section 452 of Handbook F-1.

**Overages in Sealed Cartons**

Report overages on PS Form 8144 immediately and send a copy to the address on form. Send the overage stock with the original PS Form 8144 by Registered Mail to US Postal Service, Stamp Distribution Network, 22403 Randolph Drive, Dulles, VA 20103-0001.

**Defective Stock**

Defective stock is not salable and must remain the property of the Postal Service. It must be immediately returned to main stock and then to the SDO, if applicable. Follow procedures for shortages as noted above (report on PS Form 8144 and file a claim for loss).

The "PLN PACKED BY" numbers shown on the pre-printed panel on each inside box should be included on the PS Form 8144 for shortages, overages, and defective stock so that the contractor may be appropriately notified.

**Stamped Envelope Discount**

Full boxes of stamped envelopes may be sold to customers using the rates shown in the *Domestic Mail Manual* (DMM), Module P020, which results in making sales at a discount. Your office was charged the individual price when the envelopes were shipped to you. You must use PS Form 3220, *Claim for Stamped Envelope Discount*, to account for all full boxes of envelopes sold to customers at a discount (paragraph 426.82).

Figure 1

Offices having ZIP Codes beginning with:	Submit requisition to reach SFS before:
004-099, 100-199, 200-239, 244, 254, 260-268, and 439-447	1st week of each A/P (A/P 4-12/8-12/12) (A/P 5-1/5-1/9) (A/P 6-2/2-2/6)
240-243, 245-253, 255-259, 270-299, 300-397, 400-418, 421-422, 425-438, 448-462, 465-474, 480-497, 700-705, 707-709, 713-717, and 719-729	2nd week of each A/P (A/P 4-12/15-12/19) (A/P 5-1/12-1/16) (A/P 6-2/9-2/13)
420, 423-424, 463-464, 475-479, 498-499, 500-588, 600-678, and 680-689	3rd week of each A/P (A/P 4-12/22-12/26) (A/P 5-1/19-1/23) (A/P 6-2/16-2/20)
590-599, 679, 690-693, 706, 710-712, 718, 730-799, 800-898, and 900-999	4th week of each A/P (A/P 4-12/29-1/2) (A/P 5-1/26-1/30) (A/P 6-2/23-2/27)

Figure 2  
PS Form 3205 — Requisition for Plain Stamped Envelopes

The image shows the PS Form 3205, 'REQUISITION FOR PLAIN STAMPED ENVELOPES'. At the top, there are fields for 'CITY, STATE AND ZIP CODE', 'REQ. NO.', 'FINANCE NO.', and 'OFFICE'. Below these is a 'PHONE NO.' field. A table is provided for quantities: 6 3/4, 500, 1,000, 2,500, and 5,000. A note says 'Please circle packing requested'. Below the table are four numbered instructions: 1. Use separate form for each envelope item number and/or packing required. 2. Complete Item Number, Quantity, Date and Phone Number - verify before signing and mailing. 3. Emergencies - Emergency requisition MUST be justified by enclosed memo stating reason for expedited request. 4. Send requisition(s) to Philatelic Fulfillment Service Center in pre-addressed EP10E envelope. A note at the bottom states: 'NOTE: Requisition must arrive at PFSC before week shown above to be shipped in cycle.'

Figure 3  
PS Form 3206 — Order for Forms 3205

**ORDER FOR FORMS 3205** (Request for Plain Stamped Envelopes) **Phone No.** ( ) \_\_\_\_\_

POSTMASTER / Accountable paper custodian complete the following

QUANTITY REQUESTED	DATE OF REQUEST		
	MO	DAY	YR

\_\_\_\_\_  
SIGNATURE

1. Use this form to order additional PS Forms 3205.
2. Place this form in your deck of unused PS Forms 3205 to serve as a replenishment reminder. Allow 30 days for delivery of this order.
3. Fill in quantity of forms requested (50 minimum or in increments of 50), date, sign, and mail to Philatelic Fulfillment Service Center in EP10E envelope. Another PS Form 3206 order form will accompany your new supply of PS Forms 3205.
4. This form is accountable - do not lend to or borrow from another post office.

Figure 4

Type of Envelope	Order Multiples
Style 6-3/4	500, 1,000, 2,500, 5,000
Style 9 & 10	500, 1,000, 2,500
Style 6-3/4 Banded	1,000, 2,500, 5,000*
Style 9 & 10 Banded	1,000, 2,500**

Maximum quantity that can be ordered per requisition is 2,500,000.

\* For quantities greater than 5,000, must order in multiples of 5,000

\*\* For quantities greater than 2,500, must order in multiples of 2,500

Figure 5

Quantities to Order to Receive Full Pallet(s)			
Pallet Size		Quantity	Number of Cartons
500 Carton	#10	56,000	112
	#9	56,000	112
	#6-3/4	72,000	144
1,000 Carton	#10	64,000	64
	#9	64,000	64
	#6-3/4	72,000	72
2,500 Carton	#10	75,000	30
	#9	75,000	30
	#6-3/4	140,000	56
5,000 Carton	#6-3/4	140,000	28

You must circle the packing size requested on PS Form 3205 or you will receive 2,500-size cartons for the #10 and #9 and 5,000-size cartons for the #6-3/4 for quantities of that amount or greater.

—Stamp Services, 4-9-98

ASM REVISION

Drug Screening Requirements for Contractors

Effective immediately, Administrative Support Manual (ASM) 272.3 is revised to define what constitutes an acceptable drug screening test. The revision identifies the substances to be screened and specifies that the laboratory performing the screening must be certified and approved by the Substance Abuse and Mental Health Services Administration (SAMHSA) and must meet SAMHSA's screening cut-off levels. This revision will be incorporated in an incremental update of the ASM found via the Policies and Procedures page of the Intranet located at http://blue.usps.gov. It will also be included in ASM 12, published in tandem with the release of the Postal Explorer 7.0.

Administrative Support Manual (ASM)

2 Inspection Service

\* \* \* \* \*

272.3 Clearances for Individuals Under Service Contracts

\* \* \* \* \*

272.342 Basic Clearance

Contractors employing individuals who require a basic clearance must provide the documentation (see 272.341) to the contracting officer, COR, or a designee, before individuals are authorized to enter a postal facility in connection with contract performance. The contractor must also maintain supporting documentation for drug screening tests and criminal history inquiries subject to review by the Postal Service.

Contractors must provide certification that each individual:

- a. Has passed a screening test for cocaine, marijuana, amphetamine/methamphetamine, opiates, and phencyclidine (PCP), which the Substance Abuse and Mental Health Services Administration (SAMHSA) has identified as the five most abused substances. The screening test must be performed by a SAMHSA-approved, certified laboratory and must meet the cut-off levels established by SAMHSA. The certification must include the name of the employee, the name of the institution that performed the test, the name of the agency that certified the laboratory, the date of the test (within 90 days of the submission of the results), and the negative results of the test.
- b. Is not on parole, probation, or under suspended sentence for commission of a felony.
- c. Has not been convicted of a criminal violation during the past 5 years for offenses that involved dishonesty, moral turpitude, financial gain, or assault.
- d. Has not engaged in the illegal use, possession, sale, or transfer of narcotics or other illicit drugs during the past 5 years.
- e. Does not have pending serious criminal charges such as murder, rape, robbery, burglary, physical assaults, sale and distribution of drugs, or weapons violations. If criminal charges are pending, the basic clearance is not to be authorized until the charges have been resolved.

—Security Group, Inspection Service, 4-9-98

## Customer Relations

### 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 Customer Relations Program Management at 202-268-5885 at least 1 month preceding the requested delivery dates.

Title of Mailings	Class and Type of Mail	Requested Delivery Date	Number of Pieces (Millions)	Distribution	Presort Level	Comments
Nordstrom, the Catalog — "Fiesta del Sol '98"	Standard A/Flat	4/1–4/10	4.8	Nationwide	3-digit, SCF barcoded	148 pp. catalog
Carol Wright Mailing	Standard A/Letter	4/6–4/11	25.0	Nationwide	Walk sequence	6" x 9" Natural Kraft envelope
BJ's Wholesale Club — Spring Trial Membership	Standard A/Letter	4/13–4/17	1.5	East Coast	Car-Rt, 3/5-digit, basic, barcode	#10 brown envelope, 9 1/2" x 4 1/8"
Nordstrom, the Catalog — "Summer Joys '98"	Standard A/Flat	4/20–4/24	1.5	Nationwide	3-digit/SCF barcoded	148 pp. catalog
The Company Store — Kitchen & Home	Standard A/Flat	4/13–4/16	4.5	Nationwide	Car-Rt, presorted	Quad/Graphics; Saratogo Springs, NY
L.L. Bean Inc., — 1998 Summer Home Camp	Standard A/Flat	4/21–4/23	3.0	Nationwide	Car-Rt, 5-digit, basic	7 7/8" x 8 15/16"; 76 pp.
Billy Graham Letter	Standard A/Letter	4/20–4/30	1.5	Nationwide	3/5-digit, basic, barcode	3 7/8" x 7 1/8"; Minneapolis, MN
Decision Magazine	Standard A/Flat	4/24–4/30	1.5	Nationwide	Car-Rt, 3/5-digit, barcode	8" x 10 5/8" magazine; 44 pp.; Minneapolis, MN
Current Early Summer 1998	Standard A/Flat	4/21–4/23	2.8	Nationwide	Car-Rt, 3/5-digit, basic	8" x 10" catalog
Isabella Bird Summer	Standard A/Flat	4/13–4/13	1.0	Nationwide	Car-Rt, 3/5-digit, basic	RR Donnelley 40 pp.
JC Penney — Summer "J"	Standard A/Catalog	4/13–4/15	4.9	Nationwide	Car-Rt	World Color
JC Penney — Sweet Sale	Standard A/Postcard	4/15–4/17	24.7	Nationwide	Car-Rt	Harte-Hanks
JC Penney — Mother's Day Jewelry	Standard A/Flat	4/18–4/21	5.0	Nationwide	Car-Rt	Harte-Hanks
JC Penney — Dress Sale	Standard A/Flat	4/22–4/24	6.0	Nationwide	Car-Rt	Harte-Hanks

—Customer Relations, Marketing, 4-9-98

April 1998

## Have You Seen Any of These Children?

Please participate in the NALC/USPS Child Alert Program. Tear out this page and carry it with you. If you have information on any of these missing children, tell your postal supervisor.



**Lydia Perkins**  
Born: 12/21/82  
Date Missing: 10/26/97  
Missing From: Lexington, KY



**Nakelia Causey**  
Born: 8/20/82  
Date Missing: 10/1/97  
Missing From: Milwaukee, WI



**Cassandra Lewis**  
Born: 12/11/82  
Date Missing: 1/20/98  
Missing From: Medina, OH



**Jeremy Booncharoenwong**  
Born: 9/9/94  
Date Missing: 9/9/97  
Missing From: St. Louis, MO



**Ciara Bonifazi**  
Born: 1/27/88  
Date Missing: 12/19/97  
Missing From: Morongo Valley, CA



**Cortney Bonifazi**  
Born: 1/21/91  
Date Missing: 12/19/97  
Missing From: Morongo Valley, CA

**Please call the National Center for Missing and Exploited Children  
Hot Line 1-800-843-5678  
TDD 1-800-826-7653**

### **Missing Children Poster Display Instructions**

Please display this poster prominently on bulletin boards in retail lobbies of main post offices, classified stations, and branches. Operators of contract postal units may display this poster at their option.

Companion posters, authorized for display on bulletin boards maintained by employee organizations, appear periodically in *The Postal Record*, a publication for members of the National Association of Letter Carriers.

This poster is published in cooperation with the National Center for Missing and Exploited Children, the United States Department of Justice, and the National Association of Letter Carriers. Information appearing on this poster is selected solely by the National Center for Missing and Exploited Children. For policy and information on Postal Service support in efforts to recover missing children, see *Postal Bulletin* 21536 (10-17-85) and 21926 (8-15-96).

Missing Children posters are available for the U.S. Postal Service only through periodic issues of the *Postal Bulletin*.



# Domestic Mail

## DMM REVISION

### Postage Meters Outside the Country

Effective April 9, 1998, *Domestic Mail Manual* (DMM) P030.2.2 and P030.2.4 are revised, and P030.2.11 is added to allow for the use of specifically approved postage meters outside the country. This change in policy is warranted by customer needs and by new and more secure meter technology that greatly increases the level of revenue protection.

A typical user would prepare mail outside the customs territory of the United States and use the meter out of the country, metering each piece showing domestic United States postage. The mail would then be entered at a designated United States post office.

New meter users must follow the procedures as stated in P030.2.11. Customers currently using a meter outside the country must comply with these authorization procedures by June 1, 1998. Failure to comply may result in the revocation of a meter license.

This revision will appear in DMM 54.

#### Domestic Mail Manual (DMM)

\* \* \* \* \*

#### P Postage and Payment Methods

\* \* \* \* \*

#### P030 Postage Meters and Meter Stamps

\* \* \* \* \*

#### 2.0 METER LICENSE

\* \* \* \* \*

#### 2.2 License Agreement

*[Revise 2.2 by replacing "(without written permission by the manager of Metering Technology Management, USPS Headquarters) with "without compliance with 2.11" to read as follows:]*

By submitting an application, the licensee agrees that the license may be revoked immediately and the meter removed by the manufacturer or the USPS in these cases: the meter is used in any fraudulent or unlawful scheme or enterprise; the meter is unused during any consecutive 12-month peri-

od; the licensee fails to exercise sufficient control of the meter or fails to comply with the standards for meter care or use; or a meter is taken outside the United States, its territories, or its possessions without compliance with 2.11.

\* \* \* \* \*

#### 2.4 Revocation of License

\* \* \* \* \*

*[Revise 2.4d to read as follows:]*

- d. The meter is kept or used outside the customs territory of the United States or those U.S. territories and possessions where the USPS operates (except as specified in 2.11).

\* \* \* \* \*

*[Add new 2.11 to read as follows:]*

#### 2.11 Approval for Meters Outside the Country

Under certain conditions, specifically approved postage meters may be taken out of the United States for the preparation and metering of mail. Mailers must have USPS approval to participate. The procedures and conditions are as follows:

- a. A potential user must maintain a permanent, established business address in the United States. Any exceptions must be specifically approved in writing by the Manager of Metering Technology Management (see G043).
- b. Meters used in foreign locations may be leased only from those manufacturers who have an authorized dealer or representative in the country where the meter is to be located.
- c. Licensees are subject to all USPS regulations and to United States statutes pertaining to mail, mail fraud, and meter misuse.
- d. All meters authorized for use in foreign locations must have enhanced security features. Only those meter models specifically approved in writing by the Manager, Metering Technology Management, may be used outside of the country.

- e. Potential users must complete Form 3601-A and submit it directly to the Manager of Metering Technology Management, USPS Headquarters, for review and approval. Section B1 of Form 3601-A must be annotated, stating that this application is for the foreign use of a U.S. postage meter and where it is to be located. Once an application is approved, Metering Technology Management will designate the "licensing" post office that will have administrative responsibility over the mailer. Multiple foreign meters for the same mailer may be covered by one "foreign license." Mailers who currently have a meter license must apply for a separate "foreign license" in order to participate in this procedure.
- f. The meter manufacturer selected by the licensee must agree in writing to all terms and conditions established by the Postal Service pertaining to the distribution of U.S. postage meters outside of the United States. Once the meter is installed by the meter manufacturer, the meter manufacturer must complete Form 3601-C and submit it directly to the Manager, Metering Technology Management (see G043).
- g. Mail to be metered must reflect domestic United States postage and must be entered at the licensing post office.
- h. Meters located outside the United States must be remotely set by the meter manufacturer at least once every 3 months. A postage setting for zero postage satisfies this requirement. In addition, the meter must be physically inspected by the manufacturer every 6 months. Failure to make the meter available for inspection may result in the cancellation of the meter license.
- i. Meters must be physically brought to the licensing post office for examination once every 6 months on a day and time set by the licensing post office. The licensing post office has the option of calling for more frequent examinations. Failure to present the meter at the appointed time may result in the cancellation of the foreign license.
- \* \* \* \* \*

—*Metering Technology Management, Retail, 4-9-98*

#### DMM REVISION

### Hazardous Materials Mailability Standards

Effective April 9, 1998, *Domestic Mail Manual* (DMM) C010, C021, C022, C023, C024, C050, and E110 are amended to clarify the standards for the mailability of hazardous materials. These revisions do not change the existing USPS policy for the mailability of hazardous materials. In general, the revisions provide the following:

- DMM C023 is reorganized to consolidate the standards on hazardous materials, identify the nine hazard classes, add definitions of hazardous materials and text clarification, and provide a hazard class mailability chart.
- Obsolete terminology and legal citations are updated where needed.
- Text not related to hazardous materials is removed from DMM C023 and relocated to C024.
- Minor text clarifications and updates are made to DMM C010, C021, C022, C050, and E110.

A hazardous material is an article or substance that has been identified by the U.S. Department of Transportation (DOT) as being capable of posing an unreasonable risk to health, safety, or property when transported in domestic commerce. DOT has the federal authority for regulating the shipment of hazardous materials, which is codified in Title 49, *Code of Federal Regulations* (CFR), Parts 100-185. The

nine classes of hazardous material and the specific conditions required for shipping these materials via any private means (i.e., highway, rail, air, water) are detailed in 49 CFR.

The postal standards for mailing hazardous materials in DMM C023 adhere to the DOT regulations in 49 CFR, but also include many further limitations and prohibitions. For example, under postal standards, generally the only hazardous materials permitted in the mail are those that:

1. have a *limited quantity* exception under 49 CFR 172.101;
2. can qualify as a *consumer commodity* under 49 CFR; and
3. can meet the postal restrictions in DMM C023 for the appropriate hazard class.

Some types of hazardous materials having a limited quantity exception are permitted to be reclassified as consumer commodities, also known as ORM-D materials. A consumer commodity is a material packaged and distributed in a quantity and form intended or suitable for retail sale and designed for individual consumption, for personal care or household use purposes. The types of hazardous materials that are generally mailable are consumer commodity ORM-D materials and division 6.2 materials (infectious substances, clinical specimens, etc.).

Any hazardous material that is not permitted to be sent as a limited quantity shipment is required under 49 CFR to bear a DOT hazard class label. The postal policy has long been that any material bearing or required to bear a DOT hazard class label is prohibited in the mail. The only postal exception is for mailable division 6.2, infectious substances, as cited in DMM C023.

For air transportation, USPS mailability standards adhere to the technical regulations of the International Civil Aviation Organization (ICAO) as required in 49 CFR. It should also be noted that postal regulations in DMM C023 prohibit several types of hazardous materials from being sent via air transportation even though 49 CFR and ICAO may permit shipping such materials in domestic commerce. For example, postal regulations prohibit the mailing of flammable liquids and solids via air transportation and generally do not permit the mailing of explosives.

Because of the postal limitations, many hazardous materials that may be shipped in domestic commerce under 49 CFR are not permitted to be mailed. These postal restrictions exist to ensure the safety of the general public and postal employees, as well as postal facilities, equipment, and the mailstream.

The following revisions will be published in DMM Issue 54.

**Domestic Mail Manual (DMM)**

**C Characteristics and Content**

**C000 General Information**

**C010 General Mailability Standards**

\* \* \* \* \*

**2.0 PACKAGING**

\* \* \* \* \*

**2.5 Aerosol**

*[Amend 2.5 to read as follows:]*

Aerosols (i.e., containers under pressure) are hazardous materials (see C023) and must be constructed to prevent accidental discharge of the contents during postal handling. Mailable aerosol containers must be packaged under C023.

\* \* \* \* \*

*[Revise heading and amend 2.7 to read as follows:]*

**2.7 Infectious Substances**

Infectious substances (etiologic agents), clinical specimens, and biological products must be packaged and marked as specified in C023 and C050, as applicable.

\* \* \* \* \*

**9.0 MARKING**

\* \* \* \* \*

**9.2 Handling, Content, and Special Service**

*[Amend 9.2b to read as follows:]*

\* \* \* \* \*

b. Content markings such as "Perishable" must be applied to any package containing items or substances that can degrade or decompose rapidly such as meat, produce, plants, or certain chemical and hazardous material samples. Restricted and hazardous articles must be marked and labeled under applicable standards. A container improperly identified by content is not acceptable for mailing (e.g., a box marked "Art Supplies" that contains flammable liquid or a box marked "Bleach" that contains clothing).

\* \* \* \* \*

**C020 Restricted or Nonmailable Articles and Substances**

**C021 Articles and Substances Generally**

\* \* \* \* \*

**2.0 NONMAILABLE ARTICLES AND SUBSTANCES — GENERAL**

**2.1 Basic Information**

*[Amend 2.1 to read as follows:]*

The basic premise of the postal mailability statutes is that anything "which may kill or injure another, or injure the mails or other property..." is nonmailable. Several statutory exceptions to this rule permit mailings of otherwise nonmailable matter under specified conditions. Statutory exceptions apply to live scorpions, poisonous drugs and medicines, poisons for scientific use, switchblade knives, firearms, motor vehicle master keys, locksmithing devices, and abortive and contraceptive devices. The statutes also provide that the USPS may, by regulation, permit the mailing, under required conditions of preparation and packing, of potentially harmful matter not "outwardly or of [its] own force dangerous or injurious to life, health, or property." The standards in C021 summarize the statutory prohibitions and exceptions. The specific mailability standards that apply to perishable, hazardous, and restricted matter are detailed in C022, C023, and C024, respectively. Publication 52, *Acceptance of Hazardous, Restricted, or Perishable Matter*, contains additional clarification and further describes the conditions of preparation and packaging under which the USPS accepts for mailing potentially harmful matter that is otherwise nonmailable.

\* \* \* \* \*

**2.4 Other Laws and Regulations**

[Replace the 49 CFR section reference “100-177” with “100-185.”]

**2.5 Statutory System**

[Replace all three references to “18 USC 119” with “18 USC 2510, et seq.”]

\* \* \* \* \*

**3.0 INJURIOUS AND HARMFUL ARTICLES**

\* \* \* \* \*

[Revise heading and amend 3.2 to read as follows:]

**3.2 Hazardous Materials**

Harmful matter also includes hazardous materials that are likely to harm USPS employees or to destroy, deface, or otherwise damage mail or postal equipment. This includes materials such as caustic poisons (acids and alkalis), oxidizers, or highly flammable liquids, gases, or solids; or materials that are likely, under conditions incident to transportation, to cause fires through friction, through absorption of moisture, through spontaneous chemical changes, or from retained heat from manufacturing or processing, including explosives or containers previously used for shipping high explosives with a liquid ingredient (such as dynamite), ammunition, fireworks, radioactive material, matches, or articles emitting obnoxious odors.

**4.0 MARKING**

**4.1 Content**

[Revise 4.1 to read as follows:]

Except firearms and switchblade knives, controlled substances, radioactive materials, and motor vehicle master keys and locksmithing devices, the identity of the content of anything mailed under C020 must be plainly and durably marked on the address side of each mailpiece as a condition of mailing. When the content is a hazardous material as defined in 49 CFR, each mailpiece must be marked as required in C023.

\* \* \* \* \*

**4.3 Warning Label**

[Revise 4.3 to read as follows:]

Except for controlled substances mailed under C024, any label or other marking required by federal law or the regulation of any federal agency must be securely affixed or applied to the address side of each mailpiece.

[Relocate 4.4 and 5.0 to C023 and redesignate 4.4 and 5.0 as 1.8 and 1.9, respectively.]

**C022 Perishables**

\* \* \* \* \*

**3.0 LIVE ANIMALS**

\* \* \* \* \*

**3.4 Adult Chickens**

[In the second sentence, replace the words “National Safe Transit Association Test Procedure Project 1A,” with “International Safe Transit Association (ISTA) Test Procedure 1A (detailed in Publication 2, Packaging for Mailing);”]

\* \* \* \* \*

[Amend C023 to read as follows:]

**C023 Hazardous Materials**

**1.0 GENERAL**

**1.1 Definitions**

The following definitions apply:

- a. *Hazardous material* is any article or substance designated by the U.S. Department of Transportation (DOT) as being capable of posing an unreasonable risk to health, safety, and property during transportation. In international commerce, hazardous material is known as dangerous goods.
- b. *Limited quantity* is the maximum amount of a specific hazardous material that is exempted from the labeling or packaging requirements in 49 CFR. Not every hazardous material is eligible to be shipped as a limited quantity.
- c. *Consumer commodity* is a limited quantity of a hazardous material that is packaged and distributed in a quantity and form intended or suitable for retail sale and designed for individual consumption for personal care or household use purposes. This term can also include certain drugs or medicines. Consumer commodities are also known as ORM-D materials. Not all hazardous material permitted to be shipped as a limited quantity can qualify as a consumer commodity.
- d. *Air transportation*, for the purposes of this section only, applies to all mailable hazardous materials sent at First-Class Mail, Priority Mail, or Express Mail rates.
- e. *Surface transportation*, for the purposes of this section only, applies to all mailable hazardous materials sent at Standard Mail rates.
- f. *Primary receptacle* is the container (i.e., tube, vial, bottle) that holds the hazardous material.
- g. *Secondary packaging* is the container into which a primary receptacle is placed.
- h. *Outer packaging* is the container into which a primary receptacle and secondary packaging, together with absorbent material and cushioning, is placed. The outer packaging bears the addressing information along with all required markings.

## 1.2 U.S. Department of Transportation

The U.S. Department of Transportation (DOT) regulates the surface and air carriage of hazardous materials within the United States via any means of transportation. DOT regulations on hazardous materials are codified in Title 49, *Code of Federal Regulations* (49 CFR), parts 100-185. Postal mailing standards for hazardous materials adhere to 49 CFR and often include additional limitations and prohibitions. Generally, postal standards restrict the mailing of hazardous materials to consumer commodity ORM-D materials that meet the postal volume limitations for the appropriate hazard class.

## 1.3 Hazard Class

Every hazardous material is assigned to one of nine hazard classes identified in 49 CFR 172.101 and 173. Some hazard classes are further separated into divisions based on their physical or chemical properties. For postal purposes, Exhibit 1.3 generally summarizes the mailability of hazardous materials by hazard class.

## 1.4 Mailer Responsibility

Full responsibility rests with the mailer to comply with all postal and nonpostal laws and regulations regarding the mailing of hazardous materials. Anyone who mails, or causes to be mailed, a nonmailable or improperly packaged hazardous material can be subject to legal penalties, including but not limited to those specified in 18 USC.

## 1.5 Mailability Rulings

Generally, the acceptability for mailing chemicals and other types of hazardous materials depends on container fluid/vapor capacities, the ability of the complete package to contain the product, and the method of absorbing and containing the product, in case of accidental leakage of the primary receptacle. To determine mailability of a specific product, a mailer must submit a material safety data sheet (MSDS) and the following information to the appropriate rates and classification service center (RCSC):

- a. Name of material, hazard class, and assigned United Nations (UN) or North America (NA) identification number.
- b. Chemical composition by percentage of ingredient.
- c. Flashpoint.
- d. Toxic properties.
- e. Irritant action when inhaled, swallowed, or contacted by eyes or skin.

- f. Special precautions necessary to permit handling without harm to USPS employees or damage to property or other mail.
- g. Explanation of warning labels and shipping papers required by state or federal regulations.
- h. Proposed packaging method, including the addressing and required markings.

## 1.6 Warning Labels

Most hazardous materials acceptable by the USPS, except infectious substances (etiologic agents), magnetized materials, and matches under certain conditions, fall within the Other Regulated Materials (ORM-D) regulations of CFR 49 173.144, which do not require DOT hazard class warning labels. ORM-D materials must be marked as required by 49 CFR 172.316 and as cited in 1.7. For infectious substances known to contain an etiologic agent, a DOT hazard class 6 label is required. DOT handling labels (i.e., orientation arrows, magnetized materials) must be used as required by 49 CFR.

## 1.7 Package Markings

Each mailpiece containing a mailable hazardous material must be plainly and durably marked on the address side with the required shipping name and UN identification number as provided in 49 CFR 172.101 and 172.300. The UN identification number is not required on a mailpiece that contains an ORM-D material. A mailable ORM-D material must be marked on the address side with "ORM-D" or "ORM-D AIR," as applicable, immediately following or below the proper shipping name as required by 49 CFR 172.316. Mailable ORM-D material sent via surface transportation must be marked on the address side as "Surface Mail Only." The proper shipping name for an ORM-D material is consumer commodity.

## 1.8 Shipping Papers

For domestic surface transportation, a mailpiece containing a mailable hazardous material except for an ORM-D material must be accompanied by shipping papers prepared under 49 CFR 172.200 through 172.205. For domestic air transportation, a mailpiece containing a mailable hazardous material including an ORM-D material must be accompanied by a shipper's declaration for dangerous goods that is completed and signed in triplicate by the mailer. The shipping papers must be affixed to the outside of the mailpiece.

## DOT Hazard Classes and Mailability Summary

Exhibit 1.3

Class	Hazard Class Name and Division (if applicable)	Domestic Mail Air Transportation	Domestic Mail Surface Transportation	International Mail
1	<b>Explosives</b> <b>Division 1.1</b> Mass Explosive Hazard <b>Division 1.2</b> Projection Hazard <b>Division 1.3</b> Fire Hazard and/or Minor Blast/Minor Projection Hazard <b>Division 1.4</b> No Significant Hazard <b>Division 1.5</b> Very Insensitive With Mass Explosion Hazard <b>Division 1.6</b> Extremely Insensitive With No Mass Explosion Hazard	Prohibited	Prohibited <i>except</i> with written approval from RCSC manager for: <i>Division 1.4:</i> toy propellant devices and safety fuses	Prohibited
2	<b>Gases</b> <b>Division 2.1</b> Flammable Gases <b>Division 2.2</b> Nonflammable, Nontoxic Gases <b>Division 2.3</b> Toxic Gases	<i>Division 2.3:</i> Prohibited <i>Divisions 2.1, 2.2:</i> Only ORM-D material per 3.3	<i>Division 2.3:</i> Prohibited <i>Divisions 2.1, 2.2:</i> Only ORM-D material per 3.3	Prohibited
3	<b>Flammable and Combustible Liquids</b>	Flammable liquids prohibited; Combustibles: only ORM-D material per 4.3	Flammable liquids mailable per 4.2; Combustibles: only ORM-D material per 4.3	Prohibited
4	<b>Flammable Solids</b> <b>Division 4.1</b> Flammable Solids <b>Division 4.2</b> Spontaneously Combustible <b>Division 4.3</b> Dangerous When Wet	Prohibited	Only ORM-D material per 5.2	Prohibited
5	<b>Oxidizing Substances, Organic Peroxides</b> <b>Division 5.1</b> Oxidizing Substances <b>Division 5.2</b> Organic Peroxides	Only ORM-D material per 6.2	Only ORM-D material per 6.2	Prohibited
6	<b>Toxic Substances and Infectious Substances</b> <b>Division 6.1</b> Toxic Substances <b>Division 6.2</b> Infectious Substances	<i>Division 6.1:</i> Only per 7.2 <i>Division 6.2:</i> Only Per 8.0	<i>Division 6.1:</i> Only per 7.2 <i>Division 6.2:</i> Only Per 8.0	<i>Division 6.1:</i> Prohibited <i>Division 6.2:</i> Only mailable per IMM 135
7	<b>Radioactive Materials</b>	Prohibited	Only ORM-D material in limits per 9.0 and Publication 52	Mailable in limits per IMM 135.6
8	<b>Corrosives</b>	Only ORM-D material per 10.2	Only ORM-D material per 10.2	Prohibited
9	<b>Miscellaneous Hazardous Materials</b>	Only ORM-D material per 11.0	Only ORM-D material per 11.0	Prohibited

### 1.9 Air Transportation Prohibitions

All mailable hazardous materials sent at First-Class Mail, Priority Mail, or Express Mail rates are subject to the limitations that apply to air transportation. The following types of hazardous materials are prohibited from transport via aircraft:

- a. Anything susceptible to damage or that can become harmful because of changes in temperature or atmospheric pressures unless protected against the effects of such changes.
- b. Magnetic materials that have a field strength sufficient to cause a compass deviation at a distance of 15 feet (4.6 meters) or more from any point on the outer packaging.
- c. Flammable liquids and solids.
- d. Radioactive materials.
- e. Materials excluded from air shipment by the regulations of the DOT 49 CFR 100-185 or of the applicable state (country) or air carrier operator variations. Certain restricted articles, as described in 49 CFR 100-185 and the operator variations of the air carriers, may be accepted for air transportation if properly packaged. These articles must be labeled and bear a shipper's declaration in triplicate, as required by 49 CFR 172.204, or must be marked according to the air carrier's operator variations. Refer to the technical instruction of the International Civil Aviation Organization (ICAO) for air carrier operator variations.

## 2.0 EXPLOSIVES (HAZARD CLASS 1)

### 2.1 Definition

An *explosive* is any substance, article, or device that is designed to function by explosion (i.e., an extremely rapid release of gas and heat) or that, by chemical reaction within itself, is able to function in a similar manner even if not designed to function by explosion, unless the substance or article is otherwise classed under the provisions in 49 CFR. Hazard class 1 has six divisions as shown in Exhibit 1.3. No further explanation of the six divisions is provided in these standards because explosives are prohibited in the mail except as permitted in 2.2.

### 2.2 Mailability

Explosives are prohibited in international mail. Explosives are prohibited in the domestic mail via air transportation. For domestic surface transportation, explosives are prohibited except for certain division 1.4 toy propellant devices and some safety fuses specifically approved by the appropriate RCSC manager before mailing. A mailable explosive must meet the packaging and marking requirements in 49 CFR and as provided by the RCSC manager's approval.

## 3.0 GASES (HAZARD CLASS 2)

### 3.1 Definition

Hazard class 2 consists of three divisions:

- a. *Division 2.1, Flammable Gases.* A material that is a gas at 68° F (20° C) or less and 14.7 psi (101.3 kPa) of pressure. Flammable gases also include materials that have a boiling point of 68° F (20° C) or less at 14.7 psi (101.3 kPa) and that are ignitable at 14.7 psi (101.3 kPa) when in a mixture of 13% or less by volume with air or that have a flammable range at 14.7 psi (101.3 kPa) with air of at least 12% regardless of the lower limit. These conditions must be established in accordance with ASTM E681-85, Standard Test Method for Concentration Limits of Flammability of Chemicals, or other approved equivalent method. The flammability of aerosols must be determined using the tests specified in 49 CFR 173.306(i).
- b. *Division 2.2, Nonflammable, Nontoxic Gases.* A material that does not meet the definition of division 2.1 or 2.3 and exerts in its packaging an absolute pressure of 40.6 psia (280 kPa) or greater at 68° F (20° C).
- c. *Division 2.3, Toxic Gases.* A material that is poisonous by inhalation and is a gas at 68° F (20° C) or less and a pressure of 14.7 psi (101.3 kPa) or a material which has a boiling point of 68° F (20° C) or less at 14.7 psi (101.3 kPa).

### 3.2 Mailability

Gases are prohibited in international mail. Toxic gases in division 2.3 are prohibited in domestic mail. Flammable gases in division 2.1 are prohibited in domestic mail via air transportation, but are permitted via surface transportation if the material can qualify as a consumer commodity ORM-D material and meet the standards in 3.3 and 3.4. Nonflammable gases in division 2.2 are generally permitted in the domestic mail via air or surface transportation if the material can qualify as a consumer commodity ORM-D material and meet the standards in 3.3 and 3.4.

### 3.3 Container

An other-than-metal container of a gas may be acceptable if the water capacity of the container is 4 fluid ounces (7.22 cubic inches) or less per mailpiece and the container meets 49 CFR requirements. Mailable nonflammable and flammable compressed gases are acceptable in containers that have a water capacity up to 33.8 fluid ounces (1 liter or 61.0 cubic inches) per inside metal container, depending on their internal pressure. A DOT 2P container must be used if the internal pressure is from 140 to 160 psig at 130° F (55° C). A DOT 2Q container must be used if the pressure is from 161 to 180 psig at 130° F (55° C). A container with an internal pressure over 180 psig at 130° F (55° C) is prohibited from mailing. Mailable flammable compressed gases are re-

stricted to 33.8 fluid ounces (1 liter) per mailpiece. Mailable nonflammable compressed gases are permitted in individual 33.8 fluid ounce (1 liter) containers that may be securely packed within a single mailpiece up to a weight of 66 pounds (30 kg) per 49 CFR 173.306.

### 3.4 Marking

For surface transportation, packages of mailable gases must be clearly marked on the address side with "Surface Mail Only" and "ORM-D" immediately following or below the proper shipping name (consumer commodity). For air transportation, packages must be plainly and durably marked on the address side with "ORM-D AIR" immediately following or below the proper shipping name and must also bear a shipper's declaration for dangerous goods.

## 4.0 FLAMMABLE AND COMBUSTIBLE LIQUIDS (HAZARD CLASS 3)

### 4.1 Definitions

The terms used in the standards that apply to hazard class 3 are defined as follows:

- a. Flammable liquid means a liquid that has a flashpoint of not more than 141° F (60.5° C), or any material in a liquid phase that has a flashpoint at or above 100° F (37.8° C).
- b. Combustible liquid means any liquid that does not meet the definition of any other hazard class and has a flashpoint above 141° F (60.5° C) and below 200° F (93° C). Note: A flammable liquid with a flashpoint at or above 100° F (38° C) that does not meet the definition of any other hazard class may be reclassified as a combustible liquid per 49 CFR 173.120(b).

### 4.2 Flammable Liquid Mailability

Flammable liquid is prohibited in international mail. Flammable liquid with a flashpoint of 20° F (-6.7° C) or below is prohibited in domestic mail. Other flammable liquid is prohibited in domestic mail via air transportation, but is permitted via surface transportation if the material can qualify as a consumer commodity ORM-D material and meet the following conditions as applicable:

- a. The flashpoint is above 20° F (-7° C) but no more than 73° F (23° C); the liquid is in a metal primary receptacle not exceeding 1 quart or in another type of primary receptacle not exceeding 1 pint per mailpiece; enough cushioning surrounds the primary receptacle to absorb all potential leakage; the cushioning and primary receptacle is packed within another securely sealed secondary packaging that is placed within a strong outer packaging; and each mailpiece is plainly and durably marked on the address side with "Surface Mail Only" and "ORM-D" immediately following or below

the proper shipping name and flashpoint of the flammable liquid.

- b. The flashpoint is above 73° F (23° C) but less than 100° F (37.8° C); the liquid is in a metal primary receptacle not exceeding 1 gallon per mailpiece; enough cushioning surrounds the primary receptacle to absorb all potential leakage; the cushioning and primary receptacle are placed within another securely sealed secondary packaging that is placed within a strong outer packaging; and each mailpiece is plainly and durably marked on the address side with "Surface Mail Only" and "ORM-D" immediately following or below the proper shipping name and flashpoint of the flammable liquid.

### 4.3 Combustible Liquid Mailability

Combustible liquid is prohibited in international mail. Combustible liquid is permitted in domestic mail if the material can qualify as a consumer commodity ORM-D material and meet the following conditions as applicable:

- a. For surface transportation if the flashpoint is 100° F (37.8° C) but no more than 141° F (60.5° C); the liquid is in a metal primary receptacle not exceeding 1 gallon per mailpiece; enough cushioning surrounds the primary receptacle to absorb all potential leakage; the cushioning and primary receptacle are packed in another securely sealed secondary packaging that is placed within a strong outer packaging; and each mailpiece is plainly and durably marked on the address side with "Surface Mail Only" and "ORM-D" immediately following or below the proper shipping name and flashpoint of the combustible liquid.
- b. For surface or air transportation if the flash point is above 141° F (60.5° C) but no more than 200° F (93.3° C); the liquid is in a primary receptacle not exceeding 1 gallon per mailpiece; enough cushioning surrounds the primary receptacle to absorb all potential leakage; the cushioning and primary receptacle are packed in another securely sealed secondary packaging that is placed within a strong outer packaging; and each mailpiece is plainly and durably marked on the address side with "ORM-D" or "ORM-D AIR," as applicable, immediately following or below the proper shipping name and flashpoint of the combustible liquid. Mailable material sent via surface transportation must be marked on the address side as "Surface Mail Only." For air transportation, each mailpiece must bear a shipper's declaration for dangerous goods.
- c. For air or surface transportation without restriction, if the flashpoint is above 200° F (93.3° C). Mailable combustible liquids must be properly and securely packaged to prevent leakage.



#### 4.4 Cigarette Lighters

A lighter equipped with an ignition element and containing fuel is classified as a flammable liquid and is permitted only in the domestic mail via surface transportation if these conditions are met:

- a. The design of the lighter and its packaging are approved by the DOT Associate Administrator for Hazardous Material Safety, per 49 CFR 173.21(i) and 173.308; and a DOT Approval Number (T-Number) is issued.
- b. The prospective mailer of the lighter submits to the appropriate RCSC manager a written request for authorization to mail the lighter, accompanied by a legible photocopy of the official DOT notice conveying the approval described in 4.4a and a specimen of the actual lighter, the packaging materials in which each lighter is to be mailed, the number of mailpieces and mailing location; and the mailer receives from the RCSC manager a letter approving the requested authorization for mailing.
- c. When presented for mailing, the address side of the mailpiece containing the lighter prominently displays the T-Number, the proper shipping name "Lighter for Cigarettes," and the marking "Surface Mail Only;" meets all preparation and packaging requirements in the RCSC manager's letter; and is accompanied by a legible photocopy of the RCSC manager's letter.

### 5.0 FLAMMABLE SOLIDS (HAZARD CLASS 4)

#### 5.1 Definitions

Hazard class 4 consists of three divisions:

- a. *Division 4.1, Flammable Solids.* Any solid material other than one classed as an explosive that, under conditions normally incident to transportation, is likely to cause fires through friction or retained heat from manufacturing or processing, or that can be ignited readily and, when ignited, burns so vigorously and persistently as to create a serious transportation hazard.
- b. *Division 4.2, Spontaneously Combustible.* A liquid or solid pyrophoric material that even in small amounts and without an external ignition source can ignite within 5 minutes after coming in contact with air, or a self-heating material that, when in contact with air and without an energy supply, is liable to self-heat.
- c. *Division 4.3, Dangerous When Wet.* A material that, by contact with water, is likely to become spontaneously flammable or to give off flammable or toxic gas at a rate greater than 1 liter per kilogram of the material per hour.

#### 5.2 Mailability

Flammable solid is prohibited in international mail. Flammable solid is prohibited in domestic mail via air transportation. A flammable solid that can qualify as a consumer commodity ORM-D material is permitted in domestic mail via surface transportation if the material is contained in a secure primary receptacle having a weight of 1 pound or less; the primary receptacle(s) is packed in a strong outer packaging with a total weight of 25 pounds or less per mailpiece; and each mailpiece is plainly and durably marked on the address side with "Surface Mail Only" and "ORM-D" immediately following or below the proper shipping name.

#### 5.3 Matches

Matches are classified as flammable solids. Strike-anywhere matches are prohibited in international and domestic mail. Safety matches (book, card, or strike-on-box) are prohibited in international mail, and in domestic mail via air transportation, but are permitted in domestic mail via surface transportation if:

- a. They do not ignite spontaneously under conditions normally incident to transportation or when subjected for 8 consecutive hours to a temperature of 220° F (93° C).
- b. They cannot be readily ignited by friction unless struck on their own or a similar box, card, or book.
- c. They are tightly packed in a securely sealed inner packaging to prevent any shifting or movement that could cause accidental ignition by rubbing against adjoining items. The inner packaging(s) is placed securely within in an outer packaging made of fiberboard, wood, or other equivalent container. Multiple inner packagings may be placed in a single outer packaging. The address side of the mailpiece is marked "Surface Mail Only" and "Book Matches," "Strike-on-Card Matches," or "Card Matches," as applicable per 49 CFR 173.186.
- d. The gross weight of each mailpiece is not more than 50 pounds.

### 6.0 OXIDIZING SUBSTANCES, ORGANIC PEROXIDES (HAZARD CLASS 5)

#### 6.1 Definition

Hazard class 5 consists of two divisions:

- a. *Divisions 5.1, Oxidizing Substances.* A material that may, generally by yielding oxygen, cause or enhance the combustion of other materials.
- b. *Division 5.2, Organic Peroxides.* Any organic compound that contains oxygen in the bivalent structure and that may be considered a derivative of hydrogen peroxide, where one or more of the hydrogen atoms have been replaced by organic radicals.

## 6.2 Mailability

Oxidizers and organic peroxides are prohibited in international mail. For domestic mail, a material that can qualify as a consumer commodity ORM-D material is permitted via air or surface transportation if: it is enclosed within a primary receptacle having a rated capacity of 1 pint or less for liquids or a weight of 1 pound or less for solids; the primary receptacle(s) is packed within a strong outer packaging with a total weight of 25 pounds or less per mailpiece; and each mailpiece is plainly and durably marked on the address side with "ORM-D AIR" or "ORM-D," as applicable, immediately following or below the proper shipping name. A mailable class 5 material sent via surface transportation must be marked "Surface Mail Only" on the address side. A mailable material sent via air transportation must bear a shipper's declaration for dangerous goods.

## 7.0 TOXIC SUBSTANCES (HAZARD CLASS 6, DIVISION 6.1)

### 7.1 Definitions

The terms used in the standards for division 6.1 material are:

- a. *Toxic substance* is a poisonous material, other than a gas, that is known to be so toxic to humans as to cause death, injury, or harm to human health if swallowed, inhaled, or contacted by the skin.
- b. *Oral toxicity* applies to a liquid with a lethal dose (LD<sub>50</sub>) for acute oral toxicity of not more than 500 mg/kg or a solid with an LD<sub>50</sub> for acute oral toxicity of not more than 200 mg/kg that when administered by mouth is likely to cause death within 14 days in half of the test animals.
- c. *Dermal toxicity* applies to a material with an LD<sub>50</sub> for acute dermal toxicity of not more than 1,000 mg/kg that when administered by continuous contact with bare skin, is most likely to cause death within 14 days in half of the test animals.
- d. *Inhalation toxicity* applies to a dust or mist with a lethal concentration (LC<sub>50</sub>) for acute inhalation toxicity of not more than 10 mg/L; or a saturated vapor concentration in air at 68°F (20°C) of more than one-fifth of the LC<sub>50</sub> for acute toxicity on inhalation of vapors and with an LC<sub>50</sub> for acute inhalation toxicity of vapors of not more than 5,000 ml/m<sup>3</sup>; that when administered by continuous inhalation for 1 hour is most likely to cause death within 14 days in half of the test animals.
- e. *Irritating material* is any liquid or solid substance (e.g., tear gas) that gives off intense fumes and causes extreme irritation and impairment to a person's ability to function.

## 7.2 Mailability

Toxic substances or poisons are prohibited in international mail. For domestic mail, the following conditions apply:

- a. Toxic substances or poisons in packing group I as established by 49 CFR 172.101 are prohibited.
- b. Limited quantities of toxic substances in packing groups II and III that are solely intended for scientific use (not outwardly or of their own force dangerous or injurious to life, health, or property) may be sent only between manufacturers; dealers; bona fide research or experimental scientific laboratories; and employees of federal, state, or local governments who have official use for such poisons and are designated by the agency head to receive or send such poisons.
- c. Limited quantities of poisonous drugs and medicines in packing groups II and III may be sent only from the manufacturer or dealer of the drugs and medicines to licensed physicians, surgeons, dentists, pharmacists, druggists, cosmetologists, barbers, and veterinarians (18 USC 1716).
- d. Toxic substances and poisons that are permitted to be sent between persons authorized in 6.3b and 6.3c are restricted to 8 ounces per mailpiece and must be securely packaged as required by 49 CFR. The address side of the mailpiece must be marked with the proper shipping name and UN (or NA) identification number of the material. Mailable toxic substances permitted via surface transportation must be marked "Surface Mail Only" on the address side of the mailpiece. For air transportation, the mailpiece must bear a shipper's declaration for dangerous goods.
- e. Toxic substances that can qualify as a consumer commodity ORM-D material are permitted in the domestic mail if the material is held in inner receptacles not exceeding 8 ounces per mailpiece; enough cushioning surrounds the primary receptacle to absorb all potential leakage; the cushioning and primary receptacle are packed in another securely sealed secondary packaging that is placed within a strong outer packaging; and each mailpiece is plainly and durably marked on the address side with "ORM-D" or "ORM-D AIR," as applicable, immediately following or below the proper shipping name. Mailable material sent via surface transportation must be marked on the address side as "Surface Mail Only." For air transportation, each mailpiece must bear a shipper's declaration for dangerous goods.

## 7.3 Irritating Material

Irritants are prohibited in international mail and domestic mail.

## 8.0 INFECTIOUS SUBSTANCES (HAZARD CLASS 6, DIVISION 6.2)

### 8.1 General

Infectious substances (i.e., etiologic agents), clinical specimens, and biological products are not permitted in international mail or domestic mail, except when they are intended for medical or veterinary use, research, or laboratory certification related to public health; and when it is determined that such items are properly prepared for mailing to withstand shocks, pressure changes, and other conditions incident to ordinary handling in transit. Mailable infectious substances sent as international mail must meet the standards in *International Mail Manual (IMM)* 135. For domestic mail, mailable infectious substances must meet the applicable standards in 8.0.

### 8.2 Definitions

The terms used in the standards for division 6.2 material are:

- a. *Infectious substance* means a viable microorganism, or its toxin, that causes or may cause disease in human beings or animals, and includes those agents listed in 42 CFR 72.3 and any other agent that causes or may cause severe, disabling, or fatal disease. The terms infectious substance and etiologic agent are synonymous.
- b. *Clinical (diagnostic) specimen* means any human or animal material including, but not limited to, excreta, secretions, blood, blood components, tissue, and tissue fluids, collected and being shipped for purposes of diagnosis.
- c. *Biological product* means a material derived from a living organism that is prepared and manufactured in accordance with 9 CFR 102-104 (licenses for biological products; experimental products, distribution, and evaluation prior to licensing; and permits for biological products), 21 CFR 312 (investigational new drug application), or 21 CFR 600-680 (biologics) and that, under such provisions, may be shipped in interstate commerce. Biological products include, but are not limited to, products such as vaccines.
- d. *Sharps* means any item of medical waste having a projecting cutting edge or fine point that was used in animal or human patient care or treatment or in medical research or industrial laboratories. The term includes, but is not limited to, hypodermic needles, syringes (with or without the attached needles), pasteur pipettes, scalpel blades, blood vials, needles with attached tubing, and culture dishes (regardless of the presence of infectious agents). Also included are other types of broken or unbroken glassware that were in contact with infectious agents, such as used slides or

cover slips. The term does not include new unused medical devices such as hypodermic needles, syringes, and scalpel blades.

- e. *Other medical devices* means all materials or devices used in animal or human patient care or treatment or in medical research that are not, or do not contain, a projecting sharp and are not known or not reasonably believed to contain an infectious substance (etiologic agent).

### 8.3 Packaging Infectious Substances (Etiologic Agents)

[Renumber current Exhibit 10.3 as Exhibit 8.3.]

Packaging for all infectious substances (etiologic agents) is subject to these standards (see Exhibit 8.3):

- a. All infectious substances, clinical specimens, and biological products known or reasonably believed to contain an etiologic agent must meet the packaging requirements of 42 CFR 72.3 and must not exceed 50 ml per mailpiece. The primary receptacle or the secondary packaging must be capable of withstanding, without leakage, an internal pressure that produces a pressure differential of not less than 14 psi (95 kPa) and temperature in the range of -40° F to 131° F (-40° C to 55° C) as required by 49 CFR 173.196.
- b. The material must be packaged in a securely sealed and watertight primary receptacle (test tube, vial, etc.) that is enclosed in another securely sealed, watertight, and durable secondary packaging. Several primary receptacles may be enclosed in a single secondary packaging if there is adequate shock-absorbent material between them to prevent breakage during ordinary handling and if the total liquid volume of all enclosed primary receptacles does not exceed 50 ml.
- c. The space between the primary receptacle(s) and the secondary packaging at the top, bottom, and sides must contain enough material to absorb the entire content of the primary receptacle(s) in case of breakage or leakage.
- d. The primary receptacle(s) and the secondary packaging must be enclosed in an outer packaging constructed of fiberboard or other equivalent material. No external surface of the outer packaging may be less 3.9 inches (100 mm) as required by 49 CFR 173.196.
- e. Each mailpiece must be designed and constructed so that, if it were subject to the environmental and test conditions in 49 CFR 178.609, there would be no release of the content to the environment and no significant reduction in the effectiveness of the packaging.

- f. The address side of the mailpiece must bear the "Etiologic Agents/Biohazard Material" label required by 42 CFR 72.3(d) and must be sent by First-Class Mail, Priority Mail, or Express Mail. Those specific etiologic agents listed in 42 CFR 72.3(f) must be sent as registered mail. Each mailpiece must be marked on the address side with the proper shipping name and UN number of the material. The mailpiece must bear a DOT hazard class 6 label for infectious substances (etiologic agents) and proper UN package specification markings.
- g. Articles that include dry ice as a refrigerant for the infectious substance must meet the requirements of 42 CFR 72.3(c) and 49 CFR 173.196(e)(2)(ii).

#### 8.4 Packaging Clinical Specimens and Biological Products

A clinical specimen or biological product known or reasonably believed to contain an infectious substance (etiologic agent) must be packaged under 8.3. The packaging of a clinical specimen (e.g., a urine or blood specimen used in drug-testing programs or for insurance purposes) or a biological product (e.g., polio vaccine) that is not known or not reasonably believed to contain an infectious substance (etiologic agent) is subject to these packaging standards:

- a. *Not Exceeding 50 ml.* A clinical specimen or biological product consisting of 50 ml or less per mailpiece must be packaged in a securely sealed primary receptacle. Sufficient shock-resistant material to withstand shock and pressure changes and absorbent material must surround the primary receptacle, or be otherwise configured to take up the content in case of leakage. The primary receptacle and the absorbent cushioning must be enclosed in a secondary packaging having a leakproof barrier that can prevent failure of the secondary packaging should there be leakage of the primary receptacle during shipment. The secondary packaging may serve as the outer packaging.
- b. *Exceeding 50 ml.* In addition to meeting the requirements in 8.4a, a clinical specimen or biological product that exceeds 50 ml per mailpiece also is subject to these requirements:
  1. A single primary receptacle must not contain more than 1,000 ml (1 quart) of specimen; two or more primary receptacles whose combined volume does not exceed 1,000 ml may be enclosed in a single secondary packaging.
  2. The secondary packaging cannot serve as the outer packaging; the secondary packaging must be enclosed in a fiberboard box or container of equivalent strength; the maximum amount of a specimen that may be enclosed in a single outer packaging must not exceed 4,000 ml (4 quarts).

- c. *Markings.* Mailable material must be marked as specified in 8.7.

#### 8.5 Sharps

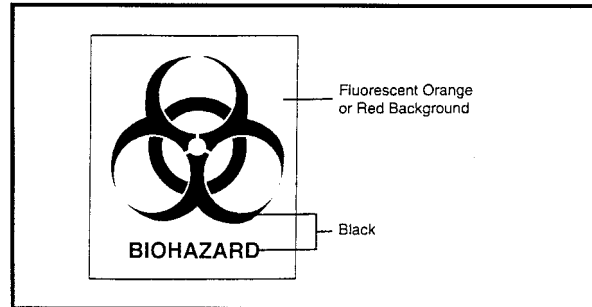
The types of used sharps waste defined in 8.2e is permitted for mailing only using merchandise return service (see S923) in conjunction with First-Class Mail or Priority Mail, subject to these standards:

- a. *Authorization.* Each distributor or manufacturer of a complete sharps mailing kit or packaging assembly, including containers, cartons, and any other related material to be used to mail sharps to a storage or disposal facility, must obtain authorization from the USPS. Before applying for authorization, each type of mailing kit must be tested and certified against the standards in 8.5d by an independent party. A written request for authorization is sent to the Business Mail Acceptance manager, USPS Headquarters (see G043 for address). The request must contain the following:
  1. A \$50,000 surety bond or letter of credit as proof of sufficient financial responsibility to cover disposal costs if the manufacturer (or distributor) ceases doing business before all its shipping containers are disposed of, or to cover cleanup costs if spills occur while the containers are in USPS possession.
  2. Address of the headquarters or general business office of the distributor or manufacturer.
  3. Address of each disposal and storage sites.
  4. List of all types of mailing kits to be covered by the request, a complete sample of each mailing kit, and proof of package testing certifications performed by the independent testing facility that subjected the packaging materials to the testing requirements in 8.5d.
  5. Copy of the proposed manifest to be used with all mailings.
  6. 24-hour telephone number for emergencies.
  7. List of the types of sharps waste to be mailed for disposal.
- b. *Packaging.* The packaging for used sharps waste and unsterilized containers is subject to these standards:
  1. Used sharps waste must be packaged in a securely sealed, leak-resistant, and puncture-resistant primary receptacle that may not contain more than 50 ml of residual waste liquid. The primary receptacle must maintain its integrity when exposed to temperatures between 0° and 120° F.

2. The primary receptacle must be packaged within a watertight secondary packaging or containment system. The secondary packaging may consist of more than one component. If one of the components is a plastic bag, it must be at least 3.0 mils thick and reinforced with a fiberboard sleeve having a minimum thickness of 40-point. A plastic bag by itself does not meet the requirement for a secondary packaging. Several primary receptacles may be enclosed in a secondary packaging.
  3. The secondary packaging must be enclosed in an outer packaging or shipping container constructed of 200-pound grade corrugated fiberboard or similar material of equivalent strength. The secondary packaging must fit securely within the outer packaging to prevent breakage during ordinary processing.
  4. There must be enough material within a watertight barrier to absorb and retain three times the total liquid allowed within the primary receptacle (150 ml per primary receptacle) in case of leakage.
  5. Each mailpiece must not weigh more than 35 pounds.
  6. In each sharps mailing kit, the manufacturer or distributor must include a step-by-step instruction sheet that clearly details the proper sequence and methods of kit assembly prior to mailing to prevent package failure during transport due to improper assembly.
- c. *Package documentation, marking and labeling.*
1. Each primary receptacle and outer packaging must bear a label, which cannot be detached intact, showing: (a) company name of the manufacturer or the distributor; (b) U.S. Postal Service Authorization Number; and, (c) container ID number (or unique model number) signifying that the packaging material is certified and the manufacturer or distributor obtained an authorization required by 8.5a.
  2. All mailpieces containing used sharps must be accompanied by a four-part manifest or mail disposal service shipping record. The manifest must be placed in an envelope affixed to the outside of the shipping container. The manifest must comply with all applicable requirements imposed by the laws of the state from which the package is mailed. At a minimum, the information shown in Exhibit 8.5c(2) must be on the manifest. The manifest must be affixed to the outside of the mailpiece.

3. The outer packaging must bear the international biohazard symbol with either a fluorescent orange or fluorescent red background as shown in Exhibit 8.5c(3).
4. Mailable material must be marked as specified in 8.7.

**International Biohazard Symbol**  
Exhibit 8.5c(3)



- d. *Package testing.* Testing must be performed on one sample of each type of kit to prove compliance with 8.5a(4). The sample packaging kit must withstand the tests in 49 CFR 178.604 (leakproof test), 178.606 (stacking test), 178.608 (vibration standard), 178.609 (test requirements for packaging for infectious substances/etiologic agents). In addition, the outer packaging must be subjected to the bursting test in 49 CFR 178.609(h)(2) and an absorbency test for the absorbent material commensurate with the requirements in 8.5b(4) must be performed. The test results must show that if every packaging kit prepared for mailing were to be subject to the environmental and test conditions in 49 CFR, there would be no release of the contents to the environment and no significant reduction in the effectiveness of the packaging. Periodic retesting must be performed whenever a design change is made to the packaging design or every 24 months, whichever occurs first.

**8.6 Other Used Medical Devices**

USPS authorization is not required to mail other used medical devices and waste (other than sharps), as defined in 8.2f. Packaging for other used medical devices is subject to these standards:

- a. Other used medical devices must be mailed as First-Class Mail, Priority Mail, or Express Mail.
- b. Other used medical devices must be packaged in a securely sealed, leak-resistant primary receptacle, the total liquid volume of which must not exceed 50 ml unless the devices are shipped in formalin or its equivalent. The primary receptacle must maintain its integrity when exposed to temperatures between 0° and 120° F.

**Manifest for Sharps Containers**

Exhibit 8.5c(2)

**Information Required for Sharps Manifest****1. Generator (Mailer)**

- a. Name.
- b. Complete address (not a post office box).
- c. Telephone number.
- d. Description of contents of shipping container; "Used Medical Sharps" is required.
- e. Date shipping container was mailed.
- f. State permit number of approved facility in which contents are to be disposed.

**2. Destination Facility (Disposal Site)**

Complete street address (not a post office box).

**3. Generator's (Mailer's) Certification**

"I certify that this carton has been approved for the mailing of used medical sharps, has been prepared for mailing in accordance with the directions for that purpose, and does not contain excess liquid or nonmailable material in violation of the applicable postal regulations. I AM AWARE THAT FULL RESPONSIBILITY RESTS WITH THE GENERATOR (MAILER) FOR ANY VIOLATION OF 18 USC 1716 WHICH MAY RESULT FROM PLACING IMPROPERLY PACKAGED ITEMS IN THE MAIL. I also certify that the contents of this consignment are fully and accurately described above by proper shipping name and are classified, packed, marked, and labeled, and in proper condition for carriage by air according to the applicable national governmental regulations."

This printed statement is to be followed by printed name of generator (mailer), signature of generator, and date manifest was signed.

**4. Destination Facility (Storage or Disposal Site)**

- a. Printed certification of receipt, treatment, and disposal stating: "I certify that the contents of this package have been received, treated, and disposed of in accordance with all local, state, and federal regulations."
- b. Printed or typewritten name of an authorized recipient at destination facility.
- c. Signature of authorized recipient at destination facility.
- d. Date representative of destination facility signed manifest.

**5. Transporter or Intermediate Handler Other Than U.S. Postal Service (If Different From Destination Facility)**

- a. Name.
- b. Complete street address (not a post office box).
- c. Printed name of transporter or intermediate handler.
- d. Signature of transporter or intermediate handler.

**6. Serialized Manifests**

Manifest or mail disposal service shipping forms must be serialized.

**7. Area Reserved for Comments**

Manifest must contain an area designated for entering discrepancies and comments, especially if an alternative destination facility is used.

**8. Completion and Distribution of Manifest**

Manifest must contain instructions for properly completing the manifest and distributing copies:

- a. One copy must be kept by generator (mailer).
- b. One copy must be kept by transporter or intermediate handler for 90 days.
- c. One copy must be kept by destination facility for 90 days.
- d. One copy must be mailed to generator by destination facility.

**9. Emergency Telephone Number**

Manifest must bear following statement with appropriate information: "IN CASE OF EMERGENCY, OR DISCOVERY OF DAMAGE OR LEAKAGE, CALL 1-800-XXX-XXXX."

- c. The primary receptacle must be enclosed in an outer packaging constructed of 200-pound grade corrugated fiberboard or similar material of equivalent strength. The primary receptacle must fit securely within the outer packaging to prevent breakage during ordinary processing.
- d. There must be enough absorbent material and secondary leakproof material between the primary receptacle and the outer packaging to absorb three times the total liquid allowed. If the device is mailed in a formalin solution or its equivalent, there must be enough absorbent material and secondary leakproof material to absorb the entire liquid contents in case of leakage.
- e. Each parcel containing other used medical devices must bear a complete street return address (not a post office box) and cannot exceed 35 pounds.
- f. Mailable material must be marked as specified in 8.7.

**8.7 Marking and Labeling of Division 6.2 Material**

Most mailable division 6.2 materials must be sent via air transportation. For air transportation, the proper shipping name and UN number of the material must be listed on the address side of the mailpiece. The UN number for infectious substances (etiologic agents) affecting human beings is 2814. For infectious substances affecting animals only, the UN number is 2900. See 49 CFR 172.101(e) for a description of UN numbers. Each mailpiece must have a shipper's declaration for dangerous goods affixed to the outer packaging. The address side of the mailpiece must have the following required markings and labels affixed:

- a. *Infectious Substances (Etiologic Agents)*. Mailable materials must be marked and labeled as specified in 8.3f.
- b. *Clinical Specimens, Biological Products, and Other Used Medical Devices*. Mailable materials must be marked on the address side with "Clinical Specimen/Blood Sample" or "Unsterilized Used Medical Devices/Waste" as appropriate. The universal biohazard symbol shown in Exhibit 8.5c(3) may appear on the address side.
- c. *Sharps Wastes*. Packages containing mailable sharps waste must be marked on the address side with the proper shipping name (i.e., "Infectious Waste" or "Sharps Medical Waste") and the correct UN number. The universal biohazard symbol shown in Exhibit 8.5c(3) must appear on the outside of the mailpiece.

**9.0 RADIOACTIVE MATERIALS (HAZARD CLASS 7)**

Radioactive materials are prohibited in international mail and domestic mail if required to bear the DOT Radioactive White-I, Radioactive Yellow-II, or Radioactive Yellow-III label (49 CFR 172.436, 172.438, or 172.440) or if it contains quantities of radioactive material in excess of those authorized in Publication 52, *Acceptance of Hazardous, Restricted, or Perishable Matter*. Radioactive materials are prohibited in domestic mail via air transportation. For international mail, the standards in IMM 135.6 apply.

**10.0 CORROSIVES (HAZARD CLASS 8)**

**10.1 Definition**

A *corrosive* is any liquid or solid that causes visible destruction or irreversible alteration in human skin tissue at the site of contact or a liquid that has a severe corrosion rate on steel.

**10.2 Mailability**

Corrosives are prohibited in international mail. A corrosive that can qualify as a consumer commodity ORM-D material is permitted in domestic mail via air or surface transportation subject to these limitations:

- a. *Liquid Corrosive*. A liquid mixture must be 1 pint or less and must contain 15% or less corrosive material with the remainder of the mixture not being a hazardous material, unless otherwise specified for a specific corrosive material. Primary receptacles must be securely sealed compatible glass bottles that are enclosed within securely sealed metal or plastic secondary packagings. The secondary packaging must be packed within a strong outer packaging that does not exceed 25 pounds per mailpiece.
- b. *Solid Corrosive*. A solid mixture must be 10 pounds or less per primary receptacle and must contain 10% or less corrosive material with the remainder of the mixture not being a hazardous material, unless otherwise specified for a specific corrosive solid. The primary receptacle and secondary packaging must be securely sealed compatible siftproof containers packed in strong outer packaging. The total weight of a mailable solid corrosive cannot exceed 25 pounds per mailpiece.

**10.3 Marking**

For surface transportation, the mailpiece must be plainly and durably marked on the address side with "Surface Mail Only" and "ORM-D" immediately following or below the proper shipping name. For air transportation, the mailpiece must be plainly and durably marked on the address side with "ORM-D AIR" immediately following or below the proper shipping name and must bear a shipper's declaration for dangerous goods.

#### 11.4 Nonspillable Wet Electric Storage Batteries

A battery containing liquid electrolyte is prohibited from mailing unless the battery casing is completely sealed to prevent the liquid corrosive from spilling during handling. Nonspillable batteries with UN 2800 are prohibited in international mail, but may be sent as domestic mail via surface or air transportation under the following conditions:

1. The nonspillable battery must be protected from short circuits and securely packaged in a strong fiberboard box,
2. The outer packaging must be marked "NONSPILLABLE BATTERY, UN 2800" on the address side,
3. The nonspillable battery must be capable of withstanding the vibration and pressure differential tests cited in 49 CFR 173.159(d)(i) and (ii),
4. Only one nonspillable battery is allowed per mailpiece and the weight of the mailpiece cannot exceed 50 pounds.

#### 11.0 MISCELLANEOUS HAZARDOUS MATERIALS (HAZARD CLASS 9)

##### 11.1 Definition

A *miscellaneous hazardous material* is a substance or article that presents a hazard during transportation but does not meet the definition of any other hazard class. Examples of miscellaneous hazardous materials include solid dry ice, magnetized materials, elevated temperature substances, environmentally hazardous substances, life-saving appliances, and asbestos.

##### 11.2 Mailability

A miscellaneous hazardous material is prohibited in international mail. A miscellaneous hazardous material that can qualify as a consumer commodity ORM-D material is permitted for domestic mail via air or surface transportation, subject to the applicable 49 CFR requirements.

##### 11.3 Marking

For surface transportation, the mailpiece must be plainly and durably marked on the address side with "Surface Mail Only" and "ORM-D" immediately following or below the proper shipping name. For air transportation, a mailable material must be plainly and durably marked on the address side with "ORM-D AIR" immediately following or below the proper shipping name and bear a shipper's declaration for dangerous goods.

#### 11.4 Dry Ice

Dry ice (carbon dioxide solid) is prohibited in international mail. Dry ice when used as a refrigerant to cool the content of a mailpiece is permitted in the domestic mail via air transportation, but not via surface transportation. Any mailpiece containing dry ice must be packed in containers that permit the release of carbon dioxide gas and conform to 49 CFR 173.217 and 175.10(a)(13). Additionally, the following applies:

- a. *5 Pounds or Less.* A mailpiece eligible for domestic mail via air transportation that contains 5 pounds or less of dry ice used as a refrigerant for the content of a mailpiece must be marked on the address side with the name of the contents being cooled (i.e., frozen medical specimens), the words "Carbon Dioxide Solid" or "Dry Ice," and the weight of dry ice contained; no shipper's declaration is required for dry ice in this amount.
- b. *More Than 5 Pounds.* Parcels eligible for domestic air transportation that contain a net weight of more than 5 pounds of dry ice must have a shipper's declaration for the dry ice attached in triplicate and be marked on the address side with the net weight of the dry ice and the words "Dry Ice, UN 1845."

#### 11.5 Magnetized Materials

A magnetized material is a class 9 hazardous material subject to these limitations:

- a. *Definition.* A magnetized material is any article that has a magnetic field strength of 0.002 gauss or more at a distance of 7 feet from any point on the surface of an outer packaging or that is of such mass that it could affect aircraft instruments (e.g., the compasses).
- b. *Mailability.* Magnetized materials are prohibited in international mail. Any package that has a measurable magnetic field strength greater than 0.00525 gauss at 15 feet is prohibited from domestic mail under any condition. Magnetized materials, as defined in 11.5a, are permitted in domestic mail via air or surface transportation if the mailpiece is marked with the proper shipping name and UN number, and bears the appropriate DOT magnetized material handling label. Mailable materials permitted via air transportation must also bear a shipper's declaration for dangerous goods.

#### C024 Other Restricted or Nonmailable Matter

\* \* \* \* \*

[Re-number current 11.0 through 14.0 as 17.0 through 20.0, respectively. Add new 11.0 through 16.0 as follows:]



## 11.0 CONTROLLED SUBSTANCES

### 11.1 Definition

A *controlled substance* means any anabolic steroid, narcotic, hallucinogenic, stimulant, or depressant drug in Schedules I through V of the Controlled Substances Act, 21 USC 801, et seq., and 21 CFR 1300, et seq. If distribution of a controlled substance is unlawful under 21 USC 801, et seq., and any implementing regulation in 21 CFR 1300, et seq., then distribution of such matter by mail also is unlawful under 18 USC 1716.

### 11.2 Mailing Standards

If distribution of a controlled substance is lawful under 21 USC 801, et seq., and any implementing regulation in 21 CFR 1300, et seq., the USPS considers such distribution by mail to constitute the mailing of matter not outwardly or of its own force dangerous or injurious to a person's life or health and accordingly mailable, subject to these standards:

- a. The inner container of any package containing controlled substances is marked and sealed under the applicable provisions of the Controlled Substances Act (21 USC 801, et seq., and any implementing regulation in 21 CFR 1300, et seq.) and placed in a plain outer mailing container or securely overwrapped in plain paper.
- b. If the mailing includes prescription drugs containing controlled substances, the inner container is also labeled to show the prescription number and the name and address of the pharmacy, practitioner, or other person dispensing the prescription.
- c. The outer mailing wrapper or container is free of markings that indicate the nature of the content.

## 12.0 DRUG PARAPHERNALIA

### 12.1 Definition and Examples

It is unlawful to use domestic or international mail to transport drug paraphernalia. The term *drug paraphernalia* refers to any equipment, product, or material of any kind primarily intended or designed for use in manufacturing, compounding, converting, concealing, producing, processing, preparing, injecting, ingesting, inhaling, or otherwise introducing into the human body a controlled substance, possession of which is unlawful under the Controlled Substances Act. Examples of drug paraphernalia are items primarily intended or designed for use in ingesting, inhaling, or otherwise introducing marijuana, cocaine, hashish, hashish oil, PCP, or amphetamines into the human body, such as metal, wooden, acrylic, glass, stone, plastic, or ceramic pipes with or without screens, permanent screens, hashish heads, or punctured metal bowls; water pipes, chamber pipes, carburetor pipes, electric pipes, ice pipes or chillers, and air-driven pipes; carburetion tubes and devices; smoking and carburetion

masks; roach clips (i.e., objects used to hold burning material that is too small or short to be held in the hand); miniature spoons with level capacities of 1/10 cubic centimeter or less; chillums; bongs; wired cigarette papers; and cocaine free-base kits.

### 12.2 Determination

In determining whether an item constitutes drug paraphernalia, in addition to all other logically relevant factors, these factors may be considered:

- a. Oral or written instructions or other descriptive materials provided with the item that explain or depict its use.
- b. National and local advertising on its use.
- c. The manner in which the item is displayed for sale.
- d. Whether the owner, or anyone in control of the item, is a legitimate supplier of like or related items to the community, such as a licensed distributor or dealer of tobacco products.
- e. Direct or circumstantial evidence of the ratio of sales of the items to the total sales of the business enterprise.
- f. The existence and scope of legitimate uses of the item in the community.
- g. Expert testimony on its use.

### 12.3 Exceptions

The standards in 12.1 and 12.2 apply neither to any person authorized by local, state, or federal law to manufacture, possess, or distribute items described in 12.1 or 12.2; nor to any item that, in the normal lawful course of business, is sold through the mail and traditionally intended for use with tobacco products, including any pipe, paper, or accessory.

## 13.0 HOUSEHOLD SUBSTANCE

A household substance (39 USC 3001(f)), i.e., any matter unsolicited by the addressee, that contains a substance as defined by section 2 of the Poison Prevention Packaging Act of 1970 (15 USC 1471(2)), is permitted in the mail only if it complies with the requirements for special child-resistant packaging established for that substance by the Consumer Product Safety Commission (16 CFR 1700).

## 14.0 PESTICIDE

A pesticide (18 USC 1716), i.e., any matter that contains a pesticide as defined by section 2 of the Federal Insecticide, Fungicide, and Rodenticide Act (7 USC 136(u)), is permitted in the mail only if it complies with child-resistant packaging standards established by the Environmental Protection Agency applicable to that particular matter (40 CFR 157) and meets the applicable standards in C023.

**15.0 FRAGRANCE ADVERTISING SAMPLE**

A fragrance advertising sample (39 USC 3001(g)), i.e., any matter normally acceptable in the mail but containing a fragrance advertising sample, is permitted in the mail only if it is sealed, wrapped, treated, or otherwise prepared in a manner reasonably designed to prevent individuals from being unknowingly or involuntarily exposed to the sample. A sample meets this requirement if it uses paper stocks with a maximum porosity of 20 Sheffield units or 172 Gurley-Hill units treated exclusively with microencapsulated oils, and if the sample is produced so that it cannot be activated except by opening a glued flap or binder or by removing an overlying ply of paper.

**16.0 COMPLIANCE CERTIFICATE**

A mailer who presents matter that is generally permitted in the mail under 13.0, 14.0, and 15.0 but for compliance with the specified packaging and preparation requirements may submit an accompanying written statement certifying that the matter is packaged or prepared under the applicable federal laws and postal standards. The certifying statement may be made on the mailer's letterhead, on a postage statement, or as a notice on the exterior of each item presented for mailing.

**17.0 BATTERY-POWERED DEVICES**

Any device powered by dry-cell batteries must have the batteries removed or deactivated to prevent activating the device in the mail. A battery with liquid electrolyte is not permitted in the mail unless it is a nonspillable type battery that meets the standards in C023.

**18.0 ODD-SHAPED ITEM IN ENVELOPE**

**18.1 Nonmailable**

Pens, bottle caps, and similar odd-shaped items are not acceptable in letter-size envelopes at the single-piece First-Class Mail or Standard Mail (A) rate.

**18.2 Automation**

Mail claimed at an automation rate must meet the applicable physical standards.

**19.0 ABORTIVE AND CONTRACEPTIVE DEVICES**

**19.1 Abortion Device**

Any article or thing designed, adapted, or intended for producing abortion is not permitted in the mail (18 USC 1461).

**19.2 Contraceptive**

Unsolicited samples of an article or thing designed, adapted, or intended for preventing conception is permitted in the mail only when sent to a manufacturer or a dealer of such an article or things, to a licensed physician or surgeon, or to a nurse, pharmacist, druggist, hospital, or clinic (39 USC 3001; 18 USC 1461).

**20.0 BUILDING CONSTRUCTION MATERIAL**

Building construction material is not permitted in the mail if the acceptance and processing is likely to harm or injure USPS employees, mail, or equipment. Factors considered include but are not limited to whether the material may pose potential storage problems at the facilities that may process the material; whether the volume of material may impede the flow of mail in USPS transportation or mail distribution systems; whether the volume of material may lead to security problems; and whether processing the material may create safety hazards for USPS employees.

\* \* \* \* \*

**C050 Mail Processing Categories**

\* \* \* \* \*

**6.0 OUTSIDE PARCEL**

*[Replace "harmful matter and hazardous materials" with "harmful matter; hazardous materials except ORM-D materials."]*

\* \* \* \* \*

**E Eligibility**

**E000 Special Eligibility Standards**

\* \* \* \* \*

**E100 First-Class Mail**

**E110 Basic Standards**

\* \* \* \* \*

**2.0 AIR TRANSPORTATION PROHIBITIONS**

*[Change the reference "C021" to "C023."]*

\* \* \* \* \*

## APO/FPO Changes

Make the following ink change to the most recent APO/FPO tables published in *Postal Bulletin* [21968] (3-26-98).

<b>APO/ FPO</b>	<b>Action</b>	<b>Effective Date</b>	<b>See Restrictions</b>
96547	Active	Immediately	B-B1-F-U3

—*International and Military Mail Operations,  
International Business Unit, 4-9-98*

## *Fraud Alert*

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ALL PERSONNEL PROCESSING MAIL FOR DISPATCH ABROAD

### Foreign Order No. 416

Keep all foreign order notices for use as reference.

#### Tentative Orders

A tentative Lottery Order has been issued against the following:

##### *Austria*

GLIC  
INTERNATIONAL MEMBERSHIP  
GLOBEMAIL  
POSTFACH 131  
1103 WIEN  
AUSTRIA

##### *Australia*

BLS  
POST OFFICE BOX 656  
TULLAMARINE VICTORIA 3043  
AUSTRALIA

BLS  
POST OFFICE BOX 1713  
DOUBLE BAY NEW SOUTH WALES 2028  
AUSTRALIA

BLS  
POST OFFICE BOX 2218  
BENDIGO DELIVERY VICTORIA 3554  
AUSTRALIA

HKLS  
GPO BOX 177  
BRISBANE QLD 4001  
AUSTRALIA

##### *Germany*

DR H E BOLTEN  
OSTERBEKSTRABE 90 B  
HAMBURG D-22079  
GERMANY

##### *The Netherlands*

WORLD EXPERT FUND  
GERMAN FUND EXPRESS  
POST 77734  
1070 LH AMSTERDAM  
THE NETHERLANDS

##### *Final Orders*

The Tentative Decision and Order issued against the following has become final:

##### *Australia*

ALA  
POST OFFICE BOX 169  
AUBURN 2144 NSW  
AUSTRALIA

BLS  
POST OFFICE BOX 169  
AUBURN 2144 NEW SOUTH WALES  
AUSTRALIA

BLS  
POST OFFICE BOX 819  
TULLAMARINE VIC 3043  
AUSTRALIA

Do not dispatch any mail to the above. Place the mailpieces in a pouch endorsed

"Foreign Order Mail" and send it to:

POSTMASTER  
CLAIMS AND INQUIRY  
JAMES A FARLEY BUILDING RM 2029A  
NEW YORK, NY 10199-9652

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, 4-9-98

### Withholding of Mail Orders

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

State/City	Names Covered
DE, Wilmington, 19802-4007	The Surname Colegrove, 419 West 22 <sup>nd</sup> Street, Apt. 2
FL, Largo, 33771-1990	U.S. Settlement Service, 3665 East Bay Drive, Suite 204-124
IL, Chicago, 60624-1834	Monetary Concepts Unlimited, 264 N. Pulaski Road
MD, Baltimore, 21224-4949	Any And All Various Names Other Than The Surnames Kavalesky And Roth, 3002 Hudson Street and 3004 Hudson Street
MD, North East, 21901-0647	The Surname Simmons, P.O. Box 647
MI, Dearborn, 48121-1880	Any And All Of Various Names, P.O. Box 1880
MI, Dearborn, 48128-5524	Any And All Of Various Names Other Than Karen Marie Ford, P.O. Box 5524
MI, Highland Park, 48203-3623	Any And All Of Various Names, 164 Ford Street
MO, St. Louis, 63108-2103	Any And All Of Various Names Other Than The Name Harvel, Douglas Sutton, 4579 Laclede Avenue, Suite 260

—Judicial Officer, 4-9-98

### Domestic Orders

False representation is enforced by the postmasters at the cities listed below:

State/City	Names Covered	Product
LA, New Orleans 70124-2534	Dominic Bastone, d/b/a, Direct Services, 141 Robert E. Lee Blvd., Suite 430	An envelope stuffing scheme.
TX, Arlington 76018-1043	Jeffrey Walker, d/b/a, High Opportunity Petroleum Enterprises (HOPE), 4360 Beltway Place, #200	A pyramid scheme to sell downline distributorships.

—Judicial Officer, 4-9-98

## Missing, Lost, or Stolen U.S. Money Order Forms

### Do Not Cash — Upon Receipt, Notify Local Postal Inspectors

This listing will be provided to all Postal Service employees responsible for accepting and cashing Postal money orders. All 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. Check for altered dollar amounts by holding money orders to the light.

The *Postal Bulletin* is available on the World Wide Web on the U.S. Postal Service home page at <http://www.usps.gov>. To access a *Postal Bulletin*, go to

“Business,” then to “Business Publications,” and then to “The Postal Bulletin.”

The *Postal Bulletin* is also available on the Postal Service Intranet. Click on “Corporate Information,” then “Policies and Procedures,” then “Postal Bulletin.”

Back issues through *Postal Bulletin* 21883A (1-1-95) are available for downloading, as are the 1995, 1996, and 1997 annual indexes. Once downloaded, the *Postal Bulletin*, including all forms and posters, may be read and printed.

210 221 0548 to	391 574 1466 to	1499	406 260 6830 to	6899	420 758 9500 to	9699
210 221 0599	391 783 3020 to	3599	406 459 6641 to	6999	420 969 3951 to	3971
273 775 7700 to	391 792 6100 to	6199	406 733 3000 to	3999	420 969 3973 to	3999
273 775 7899	392 668 2956 to	2999	407 545 1557 to	1599	421 116 3565 to	3599
302 000 0000 to	392 854 8500 to	8899	407 594 0412 to	0599	421 130 9300 to	9399
302 123 9999	393 584 7566 to	7699	407 692 9100 to	9299	421 313 4500 to	4999
349 746 2056 to	393 650 0074 to	0099	407 959 2190 to	2199	421 364 5537 to	5599
2099	393 838 8316 to	8499	408 265 2275 to	2288	421 656 2609 to	2699
350 518 7350 to	393 893 6007 to	6099	408 499 7700 to	7799	421 988 9700 to	9799
7374	394 126 6907 to	6999	408 499 7900 to	7999	422 172 4667 to	4699
360 011 1690 to	394 189 0405 to	0599	408 682 8484 to	8599	422 484 4212 to	4299
1699	394 822 3243 to	3278	408 698 7015 to	7099	422 556 1270 to	1299
360 168 6008 to	394 990 1810 to	1899	409 072 3941 to	3999	422 587 7024 to	7099
6099	395 343 3264 to	3299	410 491 2311 to	2399	422 819 7533 to	7599
360 173 8800 to	395 373 3035 to	3099	410 694 8400 to	8599	422 842 5073 to	5087
8899	395 396 9649 to	9799	410 775 1500 to	1599	422 907 7563 to	7599
362 861 3064 to	395 970 3240 to	3299	410 795 7927 to	7999	424 500 6050 to	6099
3099	397 622 4054 to	4099	410 867 0917 to	0966	424 641 8500 to	8599
373 006 2176 to	397 819 8902 to	8999	410 867 0970 to	0999	424 871 6600 to	6699
2199	398 149 7200 to	7699	411 868 1023 to	1199	425 298 2352 to	2399
374 768 2600 to	399 070 0872 to	0899	411 922 2322 to	2399	425 418 4269 to	4299
2699	399 156 7119 to	7199	412 193 0900 to	0999	425 418 4405 to	4499
375 169 4400 to	399 203 5064 to	5099	412 395 8599 to	8699	426 547 4566 to	4599
4599	399 296 9910 to	9999	412 485 6500 to	6599	427 412 6337 to	6499
375 829 3400 to	399 396 8935 to	8999	412 485 6610 to	6699	427 481 0900 to	0999
3499	399 792 7775 to	7799	412 885 5953 to	5999	428 027 2742 to	2752
375 851 9100 to	399 792 8300 to	8399	414 193 3608 to	3674	429 474 4172 to	4199
9199	400 427 1051 to	1999	414 193 3677 to	3699	429 889 2900 to	2999
376 196 0911 to	401 045 1505 to	1549	414 411 7348 to	7399	430 150 4401 to	4599
0999	401 045 1571 to	1599	414 640 0757 to	0799	430 172 9800 to	9899
378 085 3679 to	401 294 2700 to	2799	414 965 1727 to	1799	430 177 1900 to	2099
3699	401 310 9505 to	9599	417 302 8104 to	8199	430 444 9500 to	9699
378 351 1063 to	401 382 5312 to	5399	417 387 6532 to	6599	430 664 4070 to	4099
1099	402 578 7876 to	7899	417 496 6800 to	6999	432 168 8419 to	8499
379 843 5100 to	403 125 6744 to	6799	417 871 9250 to	9299	432 708 6800 to	6999
5199	403 260 7000 to	7499	417 930 9533 to	9599	432 744 1544 to	1599
380 093 9600 to	403 280 6470 to	6499	418 164 6500 to	6799	432 995 9775 to	9799
9699	403 685 8600 to	8699	418 423 9863 to	9899	433 003 5800 to	5899
380 165 1165 to	404 003 0300 to	0399	418 633 5922 to	5999	433 757 3047 to	3099
1199	404 041 8838 to	8899	418 719 8520 to	8599	433 765 4003 to	4099
381 325 4500 to	404 071 4268 to	4299	418 744 2235 to	2299	434 482 7060 to	7199
4599	404 347 5356 to	5399	418 962 2848 to	2899	434 513 2386 to	2399
381 604 2510 to	404 347 5548 to	5599	419 543 0286 to	0299	434 968 3076 to	3092
2699	404 726 4500 to	4599	419 730 0300 to	0399	435 303 1831 to	1842
381 645 9525 to	404 961 5001 to	5199	420 277 0015 to	0049	435 303 1986 to	1999
9599	405 325 0188 to	0198	420 599 0734 to	0798	435 666 6092 to	6399
383 314 3968 to	406 009 4587 to	4599	420 661 4115 to	4199	436 082 6400 to	6899
3999						
383 892 1000 to						
1344						
383 892 1382 to						
1399						
384 925 3641 to						
3654						
385 568 2331 to						
2399						
385 599 7554 to						
7575						
385 774 2024 to						
2099						
386 624 1412 to						
1599						
386 883 8936 to						
8999						
387 314 5574 to						
5599						
387 837 6300 to						
6399						
388 828 0656 to						
0699						
389 696 2400 to						
2799						
389 846 3104 to						
3135						
389 846 3145 to						
3195						
389 887 9211 to						
9230						
389 887 9234 to						
9299						
390 001 3182 to						
3199						
390 001 3500 to						
3699						
390 545 5974 to						
5999						
391 104 6146 to						
6199						

436 160 6441	to	6499	458 847 5044	to	5999	477 289 8601	to	8699	494 206 2972	to	2999
437 316 7115	to	7199	459 274 7624	to	7699	477 681 5206	to	5299	494 217 3446	to	3999
437 427 0500	to	3499	459 365 5432	to	5499	478 010 4243	to	4268	494 224 0500	to	0599
439 179 2300	to	2399	459 378 5764	to	5799	478 010 4270	to	4291	495 145 0600	to	0699
439 310 0458	to	0499	459 472 4816	to	4999	478 450 5071	to	5099	496 209 7425	to	7499
<b>440 698 1947</b>	<b>to</b>	<b>1999</b>	<b>460 349 6878</b>	<b>to</b>	<b>6899</b>	478 469 7838	to	7858	496 213 8728	to	8799
440 858 6300	to	6399	460 550 1909	to	1999	478 469 7883	to	7899	496 474 5226	to	5248
440 858 6420	to	7299	460 997 5234	to	5299	479 280 9800	to	9899	497 053 8517	to	8699
441 199 1655	to	1699	461 973 6443	to	6499	479 365 9116	to	9176	497 854 8673	to	8699
443 127 3648	to	3699	462 152 0107	to	0299	479 412 9900	to	9999	498 449 8888	to	8899
443 127 4000	to	4099	462 274 1072	to	1099	479 667 6190	to	6199	498 929 8285	to	8499
443 673 7900	to	7999	462 277 8373	to	8399	479 748 9680	to	9699	498 936 5310	to	5399
443 800 9335	to	9399	462 554 6051	to	6099	479 860 7000	to	7199	499 016 5425	to	5499
444 382 8822	to	8899	463 011 5529	to	5540	<b>480 526 2000</b>	<b>to</b>	<b>2099</b>	499 440 8575	to	8899
444 390 1667	to	1699	463 176 4115	to	4199	480 640 6330	to	6399	499 731 6717	to	6799
444 457 3854	to	3899	463 176 4229	to	4299	480 658 0568	to	0599	<b>500 064 1858</b>	<b>to</b>	<b>1869</b>
<b>450 048 4173</b>	<b>to</b>	<b>4199</b>	463 185 2600	to	2799	480 689 5100	to	5199	500 070 5725	to	7799
450 048 4442	to	4699	463 227 7711	to	7799	481 072 9463	to	9499	<b>600 645 3223</b>	<b>to</b>	<b>3299</b>
450 560 5173	to	5199	463 414 4869	to	4899	481 673 0074	to	0095	601 339 1200	to	1399
450 620 3077	to	3099	463 808 3484	to	3499	482 527 1500	to	1599	601 661 7700	to	7799
450 620 3135	to	3199	463 945 7400	to	7899	482 541 5255	to	5299	601 682 5343	to	5399
450 780 2716	to	2799	464 629 9000	to	9399	482 729 6800	to	6899	601 928 1600	to	1699
450 801 2700	to	2799	464 711 4332	to	4399	483 363 7207	to	7299	602 512 2972	to	2999
451 109 2967	to	2984	465 692 3963	to	3999	483 402 2356	to	2399	602 555 2400	to	2799
451 115 4110	to	4125	465 698 8300	to	8599	483 486 5100	to	5199	602 829 7061	to	7099
451 115 4127	to	4199	465 743 7745	to	7799	483 632 1521	to	1599	603 483 9572	to	9599
452 265 0074	to	0099	466 798 6056	to	6067	483 632 2600	to	2799	603 490 7200	to	7299
452 265 0246	to	0299	467 147 4300	to	4399	483 849 1615	to	1699	603 678 7100	to	7199
452 265 0335	to	0999	468 079 5782	to	5799	484 174 4803	to	5299	603 678 7662	to	7699
452 509 1169	to	1199	469 067 2817	to	2899	484 323 8900	to	9199	603 678 7902	to	7999
452 855 6471	to	6499	469 127 8000	to	8199	484 680 5000	to	5038	603 678 8418	to	8499
452 890 4679	to	4799	469 213 0359	to	0399	484 680 5040	to	5074	603 678 8700	to	9999
452 900 8215	to	8238	469 213 0500	to	0599	484 680 5077	to	5099	604 086 0880	to	0899
453 117 9146	to	9199	469 561 8011	to	8099	485 029 4913	to	4999	604 349 1414	to	1499
453 334 3631	to	3699	469 658 1961	to	1999	486 176 0600	to	0699	604 503 7776	to	7799
453 603 7841	to	7891	469 666 9900	to	9999	486 559 7555	to	7599	605 520 9037	to	9099
453 650 1140	to	1199	469 678 1900	to	1999	486 696 3023	to	3199	605 685 4010	to	4099
453 741 1300	to	1399	469 781 4900	to	4999	488 173 7900	to	7999	605 988 6467	to	6499
454 013 2919	to	2999	469 947 6960	to	6999	488 206 4100	to	4199	607 689 7951	to	7960
454 186 2411	to	2499	<b>470 755 5800</b>	<b>to</b>	<b>5818</b>	488 226 0200	to	0299	607 728 1276	to	1299
454 268 4883	to	4899	471 918 0300	to	0999	488 709 3906	to	3999	608 727 7100	to	7199
454 302 5400	to	5499	471 985 2408	to	2419	488 855 8359	to	8399	608 727 7273	to	7599
454 490 8300	to	8399	472 191 6700	to	6799	489 181 8963	to	8999	608 813 9950	to	9999
454 547 7434	to	7499	472 270 2555	to	2599	489 223 2000	to	2099	609 067 5325	to	5399
454 922 4867	to	4895	472 987 0213	to	0241	489 311 1930	to	1999	609 067 5488	to	5499
455 221 1348	to	1499	472 987 0290	to	0299	489 318 6200	to	6300	609 067 5600	to	5699
455 364 2147	to	2199	473 151 2069	to	2199	489 384 0027	to	0099	609 289 6123	to	6199
455 399 5400	to	5499	473 666 9138	to	9199	489 427 0658	to	0899	609 438 4400	to	4499
455 476 0676	to	0699	473 952 3429	to	3499	489 997 5252	to	5299	609 493 1100	to	1199
455 543 0618	to	0699	474 108 5402	to	5499	<b>490 669 5850</b>	<b>to</b>	<b>6099</b>	609 766 8091	to	8999
456 410 9006	to	9099	474 356 5193	to	5299	490 717 7080	to	7099	609 825 4100	to	4115
456 470 4146	to	4299	474 949 3366	to	3399	490 721 6000	to	6099	609 884 2981	to	2999
456 619 4460	to	4499	475 134 9362	to	9399	490 793 1500	to	2099	609 893 1000	to	1099
457 333 2686	to	2699	475 167 9667	to	9699	490 886 8171	to	8199	<b>610 092 3200</b>	<b>to</b>	<b>3299</b>
457 729 1767	to	1777	475 319 3415	to	3499	490 977 9221	to	9240	610 582 4200	to	4299
457 937 8615	to	8699	475 319 3649	to	3799	491 258 8100	to	9099	611 879 6939	to	6999
458 028 9810	to	9899	475 340 6400	to	6599	491 567 1376	to	1399	612 291 8013	to	8099
458 057 2712	to	2999	475 424 8410	to	8499	492 254 4800	to	4899	612 751 5171	to	5199
458 069 9537	to	9599	475 629 9156	to	9199	492 283 5100	to	5199	612 751 5226	to	5299
458 069 9665	to	9699	475 850 6101	to	6199	492 610 6813	to	6899	612 751 6083	to	6099
458 337 5222	to	5299	475 875 2500	to	2599	493 394 5568	to	5599	612 751 6268	to	6299
458 354 7653	to	7999	476 169 8264	to	8299	493 470 2562	to	2599	612 751 6572	to	6599
458 671 8678	to	8699	476 189 3000	to	3499	493 473 7700	to	7799	612 774 2111	to	2199
458 671 8721	to	8798	476 331 2480	to	2499	493 716 2153	to	2199	612 774 2254	to	2299

612 774 2500	to	2599	638 049 4984	to	4999	649 647 5237	to	5399	671 251 5448	to	5499
614 469 0979	to	0999	638 318 1115	to	1199	649 647 9100	to	9299	671 926 5600	to	5799
614 474 3000	to	3099	638 318 1453	to	1499	649 666 7800	to	8299	672 444 2000	to	2999
614 521 3490	to	3499	638 885 0000	to	0299	<b>650 114 7707</b>	<b>to</b>	<b>7719</b>	672 828 3410	to	3499
614 645 1800	to	1899	638 903 4362	to	4373	650 130 3400	to	3599	673 167 5776	to	5799
614 832 1100	to	2099	639 415 1929	to	1999	650 213 0406	to	0499	675 464 3700	to	3799
615 017 7505	to	7599	639 415 2019	to	2099	650 555 1749	to	1799	675 464 4000	to	4199
617 711 6609	to	6699	639 420 6200	to	6299	650 564 1900	to	1999	676 365 5958	to	5999
617 760 5266	to	5299	639 469 3517	to	3799	650 627 4212	to	4299	677 126 6734	to	6799
617 813 3601	to	3699	639 605 2143	to	2199	650 736 2043	to	2099	677 466 1088	to	1099
618 840 9200	to	9299	639 657 8600	to	8799	650 739 1540	to	1699	<b>680 112 9565</b>	<b>to</b>	<b>9599</b>
619 551 7229	to	7299	<b>640 289 7500</b>	<b>to</b>	<b>7599</b>	651 741 4415	to	4499	680 244 0903	to	0999
619 859 3000	to	3099	640 289 7700	to	7999	651 882 2800	to	2899	682 956 6280	to	6299
<b>620 073 9400</b>	<b>to</b>	<b>9499</b>	641 170 4420	to	4499	652 754 6317	to	6399	682 956 6490	to	6499
621 614 7907	to	7930	641 318 3133	to	3199	653 131 4945	to	4999	682 965 1178	to	1199
621 614 7932	to	7999	641 378 6500	to	6999	653 426 3300	to	3399	682 965 1201	to	1299
621 648 8021	to	8199	641 383 8739	to	8799	653 455 4874	to	4899	<b>700 065 2570</b>	<b>to</b>	<b>2599</b>
621 648 8500	to	8599	641 877 3187	to	3299	654 238 0000	to	0399	700 065 4800	to	4899
621 904 8351	to	8599	641 877 3310	to	3399	654 404 3065	to	3092	700 190 3350	to	3359
621 916 1978	to	1989	642 355 8094	to	8199	654 962 2900	to	3199	700 228 6048	to	6099
622 989 8032	to	8099	642 355 8308	to	8999	655 103 5081	to	5199	700 650 0452	to	0499
623 076 9300	to	9399	642 900 0018	to	0099	655 523 2600	to	2999	700 666 1323	to	1349
623 819 5006	to	5099	643 030 6254	to	6299	656 305 2448	to	2499	700 786 9106	to	9142
623 895 8200	to	8399	644 066 0882	to	0899	657 347 4438	to	4999	700 859 0744	to	0758
623 917 0000	to	0099	644 069 0600	to	0699	657 710 8100	to	8999	701 028 6780	to	6899
623 917 0200	to	0299	644 077 7506	to	7699	657 780 0985	to	0999	701 213 3900	to	3999
624 468 5288	to	5299	644 085 8157	to	8199	658 586 1400	to	1499	701 267 2000	to	3999
624 665 3162	to	3198	644 112 9839	to	9899	658 877 8000	to	8199	701 335 7312	to	7399
625 088 6735	to	6799	644 373 9083	to	9099	658 880 8000	to	8199	701 369 2005	to	2050
625 916 9500	to	9799	644 380 1460	to	1499	659 398 7300	to	7399	701 503 2247	to	2299
625 968 8956	to	8999	644 733 4715	to	4799	659 706 8113	to	8199	701 553 6557	to	6599
627 005 3938	to	3999	644 900 9712	to	9799	659 846 7837	to	7899	701 601 3457	to	3499
627 384 3907	to	4099	644 901 0109	to	1299	<b>660 510 4100</b>	<b>to</b>	<b>4199</b>	701 605 5913	to	5999
627 496 7549	to	7599	644 901 1325	to	1399	660 673 0400	to	0599	701 695 3982	to	3999
627 708 3605	to	3699	644 923 6800	to	7799	661 488 5000	to	5099	701 695 4148	to	4199
627 776 2500	to	2599	644 932 4655	to	4699	661 609 9100	to	9199	701 695 4227	to	4299
628 226 3100	to	3199	644 932 4792	to	4799	661 716 9420	to	9499	701 708 1741	to	1799
628 814 4702	to	4799	645 318 7240	to	7499	661 716 9420	to	9499	701 736 3966	to	3999
628 851 9689	to	9699	645 333 1766	to	1799	661 906 6522	to	6599	701 838 2800	to	2899
629 510 7200	to	7299	645 790 8632	to	8699	662 021 8332	to	8399	701 941 0600	to	0699
629 964 4200	to	4294	645 821 0657	to	0699	662 068 0700	to	0899	702 171 1603	to	1699
<b>630 389 3056</b>	<b>to</b>	<b>3071</b>	645 930 7948	to	7999	662 553 0774	to	0799	702 254 9300	to	9399
630 463 0588	to	0599	645 975 0737	to	0762	663 078 7034	to	7099	702 264 7568	to	7599
631 459 9117	to	9199	646 242 6200	to	6299	663 763 5300	to	5399	<b>806 087 1100</b>	<b>to</b>	<b>1499</b>
631 762 9325	to	9399	646 270 7639	to	7799	663 883 7039	to	7499	806 268 9275	to	9299
632 217 4933	to	4999	646 798 4000	to	4999	664 253 8000	to	8499	806 534 3400	to	3477
632 500 0000	to	99 9999	647 048 7035	to	7099	664 656 3055	to	3099	807 342 3283	to	3399
633 110 4165	to	4199	647 049 2900	to	2999	665 174 6400	to	6499	808 086 7100	to	7199
633 110 4303	to	4499	647 398 8300	to	8399	665 274 8208	to	8299	808 090 3440	to	3499
633 438 6429	to	6599	647 398 8481	to	8499	665 669 5400	to	5499	808 325 5161	to	5699
633 588 7173	to	7182	647 437 3000	to	4999	666 132 8226	to	8299	808 784 8000	to	8299
634 725 0700	to	0799	647 811 2188	to	2199	666 696 2209	to	2299	<b>870 054 4814</b>	<b>to</b>	<b>4899</b>
634 803 3239	to	3299	648 009 6057	to	6099	666 696 2309	to	2399	870 491 4812	to	4849
634 807 2474	to	2499	648 163 5300	to	5499	667 032 9300	to	9399	870 541 7167	to	7239
634 827 5900	to	5999	648 722 5283	to	5299	667 729 5529	to	5599			
634 886 3428	to	3499	648 892 3164	to	3199	668 383 8400	to	8699			
635 559 3449	to	3499	649 100 3989	to	3999	<b>670 368 3400</b>	<b>to</b>	<b>3499</b>			
636 289 6214	to	6299	649 647 0370	to	0399	670 369 7336	to	7399			
636 634 8007	to	8042	649 647 0522	to	0599	670 750 7169	to	7199			
637 150 1200	to	1299				671 046 6200	to	6399			
637 562 5828	to	5899									
638 042 1647	to	1699									



## Missing, Lost, or Stolen Canadian Money Order Forms

### Do Not Cash — Upon Receipt, Notify Local Postal Inspectors

This listing will be provided to all Postal Service employees responsible for accepting and cashing Postal money orders. 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.

Do not cash new style money orders **000 000 001 to 692 600 000**. Advise holders to send invalid money orders to: Canada Post Corporation, Ottawa, Canada K1A 0B1. Check for altered dollar amounts by holding money orders to the light.

<b>000 000 001 to 692 600 000</b>	702 051 501 to 1 750	708 116 251 to 6 310	718 466 370 to 6 420
<b>692 720 871 to 0 900</b>	702 053 601 to 3 800	708 138 301 to 8 480	718 568 451 to 8 479
692 876 955 to 7 050	702 104 368 to 4 900	709 222 591 to 2 920	718 590 741 to 0 770
693 290 380 to 0 400	702 128 306 to 8 400	709 243 479 to 3 500	718 714 210 to 4 370
693 290 426 to 0 450	702 179 891 to 9 900	709 411 171 to 1 320	718 795 881 to 6 000
694 063 700 to 3 897	702 260 751 to 0 850	709 649 804 to 9 820	718 961 721 to 1 780
694 063 900 to 4 000	702 410 595 to 1 050	709 733 281 to 3 580	718 982 001 to 2 300
694 550 501 to 0 530	702 660 151 to 0 540	<b>710 046 813 to 6 840</b>	719 869 731 to 9 760
694 595 031 to 5 050	702 723 429 to 3 450	710 358 093 to 8 166	<b>720 227 871 to 7 930</b>
694 595 087 to 5 300	703 004 401 to 4 820	710 358 257 to 8 270	720 227 949 to 7 960
694 698 551 to 8 650	703 083 819 to 4 020	711 021 501 to 1 510	720 368 543 to 8 570
695 105 313 to 5 350	703 432 131 to 2 230	711 049 411 to 9 560	720 392 151 to 2 570
695 142 809 to 3 050	703 626 061 to 6 090	711 408 045 to 8 090	720 556 491 to 6 640
695 144 666 to 4 700	703 863 121 to 3 240	712 003 381 to 3 650	720 558 621 to 8 650
695 272 601 to 2 750	703 863 477 to 3 540	712 104 220 to 4 230	720 575 361 to 5 570
695 277 576 to 7 650	703 867 801 to 7 980	712 327 861 to 7 890	720 590 152 to 0 179
695 530 761 to 0 800	704 030 628 to 0 640	712 327 952 to 7 980	721 638 331 to 9 170
696 487 701 to 7 800	704 154 024 to 4 120	712 647 061 to 7 090	721 815 391 to 5 420
696 784 101 to 4 550	704 227 561 to 7 829	713 284 171 to 4 260	721 969 713 to 9 740
696 870 601 to 0 650	704 227 831 to 8 069	713 292 871 to 2 990	722 072 137 to 2 160
697 047 501 to 7 600	704 228 071 to 8 100	714 035 101 to 5 160	722 378 265 to 8 280
697 052 101 to 2 350	704 420 344 to 0 490	714 155 011 to 5 400	722 413 990 to 4 004
697 217 251 to 7 400	704 568 751 to 8 990	714 328 231 to 8 440	722 764 948 to 4 980
697 249 952 to 0 050	704 965 301 to 5 770	714 442 952 to 2 980	722 825 840 to 5 889
697 414 886 to 4 900	705 116 780 to 6 790	714 562 843 to 2 860	723 153 841 to 3 850
697 469 606 to 9 700	705 280 801 to 0 980	714 590 391 to 0 430	723 237 616 to 7 630
697 850 401 to 0 750	705 475 651 to 6 040	714 609 811 to 9 930	723 331 081 to 1 110
698 098 446 to 8 550	705 566 127 to 6 280	714 609 961 to 9 990	723 496 443 to 6 470
698 300 251 to 0 300	705 740 581 to 0 730	714 807 181 to 7 240	723 967 291 to 7 320
698 504 383 to 4 650	705 782 796 to 2 820	714 871 321 to 1 500	724 655 196 to 5 340
698 533 927 to 4 200	705 822 271 to 2 480	714 928 529 to 8 590	724 711 441 to 1 500
698 562 268 to 2 400	706 180 148 to 0 290	715 128 183 to 8 330	724 711 538 to 1 560
699 090 686 to 0 750	706 184 041 to 4 220	715 144 171 to 4 470	724 793 221 to 3 250
699 752 699 to 2 850	706 357 861 to 8 190	715 197 211 to 7 570	724 908 109 to 8 120
<b>700 068 473 to 8 500</b>	706 382 419 to 2 430	715 595 910 to 6 180	724 937 461 to 7 670
700 161 501 to 1 650	706 628 735 to 8 820	715 941 781 to 1 810	725 163 118 to 3 151
700 202 522 to 2 700	706 638 211 to 8 420	715 962 421 to 2 480	725 202 735 to 2 750
700 290 275 to 0 300	706 817 959 to 8 000	716 477 396 to 7 430	725 398 591 to 8 800
700 465 730 to 5 750	707 034 391 to 4 450	716 556 635 to 6 660	725 464 591 to 4 920
700 561 444 to 1 550	707 292 636 to 2 660	717 191 648 to 1 690	725 475 321 to 5 330
701 423 101 to 3 150	707 441 401 to 1 687	717 193 161 to 3 490	725 711 057 to 1 070
701 625 469 to 5 550	707 441 836 to 1 940	717 228 591 to 8 680	725 738 581 to 8 730
701 643 829 to 3 850	707 958 541 to 8 570	717 333 902 to 3 950	725 981 311 to 1 430
701 945 451 to 5 500	707 960 107 to 0 160	717 739 745 to 9 910	725 987 835 to 7 880
702 033 701 to 4 050	708 059 941 to 60 000	717 884 991 to 5 050	726 060 811 to 0 900
	708 115 830 to 5 860	718 026 171 to 6 290	726 391 970 to 2 520

726 484 771 to 4 800	730 373 761 to 3 850	732 230 194 to 0 220	735 123 061 to 3 690
726 493 351 to 5 300	730 501 951 to 2 130	732 355 201 to 5 380	735 283 008 to 3 020
726 504 031 to 4 063	730 519 379 to 9 470	732 446 761 to 6 850	735 293 131 to 3 220
726 504 070 to 4 090	730 569 278 to 9 360	732 472 320 to 2 560	735 788 131 to 8 250
726 504 331 to 4 390	730 711 711 to 1 740	732 507 811 to 7 900	736 145 971 to 6 000
726 563 701 to 4 060	730 722 991 to 3 230	732 541 605 to 1 620	736 366 051 to 6 110
726 599 371 to 9 460	730 845 970 to 5 990	732 572 221 to 2 490	736 670 851 to 1 060
726 626 356 to 6 370	730 888 291 to 8 320	732 586 479 to 6 710	736 713 871 to 3 990
727 182 271 to 2 510	730 927 591 to 7 680	732 961 261 to 1 320	736 767 061 to 7 090
727 416 181 to 6 240	731 307 914 to 7 930	732 994 037 to 4 080	736 767 093 to 7 120
727 481 431 to 1 460	731 402 431 to 2 460	733 163 449 to 3 460	737 628 098 to 8 120
727 749 241 to 9 780	731 407 232 to 7 320	733 297 171 to 7 290	737 628 181 to 8 210
728 382 331 to 2 480	731 588 301 to 8 340	733 446 631 to 7 110	737 634 258 to 4 270
728 458 201 to 8 260	731 588 301 to 8 340	733 474 665 to 4 770	
728 702 338 to 2 400	731 703 211 to 3 240	733 704 482 to 4 570	
728 915 371 to 5 850	731 767 273 to 7 320	733 704 571 to 4 720	
728 953 141 to 3 410	731 781 061 to 1 120	733 751 041 to 1 130	
729 169 081 to 9 140	731 841 377 to 1 450	733 971 138 to 1 210	
729 363 841 to 3 870	731 837 821 to 7 910	734 290 759 to 0 770	
729 682 891 to 3 190	732 018 481 to 8 600	734 389 273 to 9 290	
729 838 940 to 9 070	732 067 972 to 8 370	734 440 031 to 0 111	
729 839 101 to 9 130	732 086 374 to 6 400	734 588 040 to 8 370	
<b>730 077 683 to 7 840</b>	732 188 649 to 8 670	734 736 661 to 6 810	
730 109 847 to 9 880	732 193 460 to 3 470	734 797 201 to 7 320	
	732 201 241 to 1 390	734 950 111 to 0 170	
	732 220 431 to 0 440	735 120 331 to 0 840	

—Inspection Service, 4-9-98

## Counterfeited Canadian Money Order Forms

### Do Not Cash

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

671,819,086	686,794,382
676,612,640	686,794,426
677,891,039	686,794,427
678,282,493	686,794,431
678,916,031	687,262,502
679,552,215	687,262,503
679,751,983	687,262,525
679,694,334	687,262,526
679,800,207	687,287,578
681,130,536	687,287,581
681,844,376	687,287,582
683,594,542	694,063,898
684,683,610	694,063,899
686,619,878	694,063,980
686,619,886	701,321,725
686,619,887	

—Inspection Service, 4-9-98

## 800 Number Available to Verify Canadian Money Orders

The Canada Post Corporation is now providing an 800 number that cashing agents can call to verify the validity of Canadian Postal Money Orders. The number is 1-800-563-0444.

This 800 number is printed on the back of the Canadian Postal Money Orders.

—Inspection Service, 4-9-98

### Invalid Express Mail Corporate Account Numbers

These numbers are to be posted and used by retail/acceptance clerks. This listing supersedes all previous notices, which must be destroyed. Retail/acceptance clerks must not accept Express Mail shipments bearing any of the invalid numbers (listed below) in the "customer number" or

"agreement number" section of the label or form.

**Note:** The first 6 digits of a 9-digit Custom Designed Service and Next Day Pickup Service Agreement make up the Corporate Account Number.

005180	008938	016788	022619	029543	061204	068310	076866	091076	096723	098580	108647	117594
005243	008961	016895	022631	029568	061398	068365	077075	091257	096727	098597	108677	117935
005381	009014	018424	022640	029621	061437	068472	077099	091285	096974	098628	108844	118192
005513	009089	018447	022651	029645	061441	068607	077263	091638	097026	101109	108849	118420
005767	009161	018668	022701	029665	061657	068619	077294	091722	097042	101405	108879	118741
005794	009296	018683	022737	029680	061776	069096	077337	091855	097132	101456	109168	118783
005945	009356	018812	022812	029700	062030	069187	077374	092190	097181	101733	109279	118809
005964	009383	018875	022891	029786	062076	069203	077466	092234	097263	101901	109555	119064
005976	009397	019192	022901	029831	063108	069218	077840	092510	097311	101944	109627	119250
005991	009420	019238	022980	029984	063116	069493	077911	092589	097389	101988	109683	119307
006031	009428	019244	022982	030088	063151	069621	078111	092788	097468	102067	109707	119343
006203	009507	019261	023173	030452	063491	069650	078173	092908	097646	102082	109891	119375
006229	009513	019281	023367	030487	064010	069809	078206	092945	097670	102140	109928	119451
006296	009552	019294	023411	033025	064032	070082	078840	092958	097675	102158	110175	120155
006422	009562	019514	023480	034029	064079	070250	078910	092994	097684	102360	110312	121262
006423	009574	019676	023507	034616	064138	070267	079109	093002	097743	102375	110866	122280
006446	009586	020081	023552	034627	064205	070272	079803	093297	097763	102395	111229	122356
006625	009592	020098	023616	036105	064248	070300	080040	093552	097792	102805	111453	124006
006825	009598	020376	023618	038210	064271	070341	080055	093564	097850	102995	111477	124025
006832	009599	020474	023621	039302	064279	070529	080281	093583	097855	103045	111777	124060
006872	009655	020520	024021	040301	064337	070604	080405	093776	097904	103256	112752	124105
006924	009729	020550	025345	041070	064386	070609	080481	093812	097907	103748	112942	125015
006949	009848	020564	025398	041173	064390	070779	080553	093868	097933	104062	112948	125050
006973	009945	021179	026068	041310	064441	070977	080620	093899	097982	104143	113481	125073
007002	010203	021263	026093	042066	064506	070978	080662	094137	097995	104153	113722	125087
007077	010256	021331	026156	044080	064584	071094	085341	094235	098062	104300	114314	125099
007127	010432	021353	026187	044084	064660	071172	085373	094436	098065	104387	114522	125204
007139	010492	021381	026224	044304	064834	071274	085422	094664	098077	104485	115066	125221
007179	010578	021550	026395	045310	064864	071591	085571	094672	098081	104529	115079	125320
007266	010652	021582	026525	046056	065008	071743	085766	094775	098093	104569	115089	125333
007277	010690	021600	027077	049077	065061	071855	085926	094969	098107	104582	115112	125393
007375	011109	021635	027369	049304	065071	071974	088232	095288	098125	104617	115172	125424
007398	011302	021718	027470	050051	065090	075024	088234	095372	098144	105079	115183	126060
008011	011323	021778	027637	053007	065322	075149	088249	095457	098193	105446	115319	128131
008020	012301	021855	027933	053017	065478	075248	088293	095539	098234	105466	115327	128132
008294	012390	021875	027992	054012	065617	075314	088570	095637	098237	105588	115542	130016
008300	013141	021933	028155	055166	065662	075435	088598	095657	098240	105644	115652	132047
008339	013218	021948	028170	056075	065789	075448	088622	095686	098245	105656	115759	132206
008347	013219	022177	028238	056082	065994	075485	088647	095717	098255	105996	117073	132214
008423	014043	022180	028604	060022	066024	075491	088729	095785	098260	106162	117105	134053
008426	014191	022211	028694	060028	066116	075558	089124	095965	098274	106221	117112	135221
008445	014332	022234	028716	060134	066172	075800	089518	096008	098287	106484	117161	136050
008472	014479	022264	028771	060192	066221	075843	089682	096033	098289	106572	117231	136123
008615	014805	022271	028829	060338	066448	075885	089704	096217	098330	106582	117236	138006
008634	014903	022278	028904	060356	067167	075933	089881	096283	098361	107026	117239	138008
008648	015017	022281	028969	060363	067225	076028	089916	096296	098420	107114	117243	142074
008689	015165	022337	029137	060597	068048	076153	090260	096343	098435	107185	117262	142609
008745	015310	022430	029269	060610	068124	076329	090325	096427	098447	108118	117351	142652
008752	016140	022499	029440	060647	068171	076611	090389	096513	098485	108237	117357	142853
008754	016554	022519	029486	060768	068229	076757	090587	096554	098487	108372	117489	142980
008765	016612	022553	029513	061131	068267	076778	090637	096648	098491	108628	117490	146255
008880	016662	022593	029530	061133	068292	076792	090639	096663	098492	108645	117575	146277

146387	175061	193690	220722	286005	322891	333705	349680	405055	441346	454701	482209	485068
146393	178048	193696	220842	286070	323056	333729	349845	405200	441375	457101	482243	485290
146402	178057	195050	220856	286179	323160	333762	349864	410001	441426	457111	482281	485304
146533	180077	195062	221003	287058	323184	333838	352371	410011	441439	458038	482319	485305
146585	180111	196061	221011	292225	323518	334281	352683	410012	441479	462222	482352	485320
146624	181006	196155	221200	292279	325050	334638	354011	410014	441513	462626	482354	486465
146654	182013	196171	221262	292354	325053	334808	355024	410044	441517	462637	482361	487268
146668	184001	198210	221309	292562	325603	334915	355032	410052	441536	462717	482366	488012
146769	186005	198224	221457	292577	325706	334959	356041	410054	441543	462733	482370	489319
146777	186025	199022	221521	293010	325875	335002	361167	410077	441558	462898	482387	489379
146780	186038	<b>200058</b>	221613	293238	326181	335029	361276	410089	441561	462952	482397	489398
146791	187004	200290	221641	293304	326479	335041	363001	410090	441562	463011	482410	490622
146796	187017	200373	221649	294502	326531	335051	363016	410097	441569	464009	482451	490650
146816	187018	200386	221651	295371	326675	335069	363023	410120	441570	469167	482453	493028
146825	187020	200415	222321	296471	326698	335082	363031	410210	441628	469192	482499	494143
148303	187067	200565	223287	<b>300078</b>	326752	335083	363117	410216	441668	471037	482516	494166
148327	191019	200610	223352	300464	327738	335096	363126	410236	441701	476039	482581	495143
148328	191038	200664	223362	300645	327789	335223	363138	424083	441702	478049	482594	495238
148338	191062	200669	223341	300681	327827	335320	363150	430065	441808	480003	482610	495366
148361	191074	200710	235281	300687	327839	335655	364005	430172	441845	480027	482613	495426
150164	191096	200730	235399	300968	327842	335690	365012	431018	441849	480111	482632	495542
150188	191097	200773	235449	300999	328388	335751	365015	432178	441855	480243	482636	495675
151068	191126	200866	235479	301051	328488	335837	365041	432405	441888	480276	482643	496042
151140	191160	200913	240529	301799	328757	335979	365044	432434	441949	480325	482647	496080
151182	191167	200921	240537	305033	328891	336045	365046	432458	441966	480453	482698	496174
152030	191172	206095	242803	305038	328906	336058	365048	432508	441977	480511	482746	496175
152529	191229	206127	243324	305408	328911	336062	365066	432554	441980	480579	482794	497109
152594	191230	207024	245200	305511	328969	336175	366003	432562	443159	480649	482814	498320
152621	191263	207619	245201	305808	328983	336257	366004	432678	443441	480710	482826	<b>503004</b>
152639	191307	207625	247101	306535	328984	336321	366011	432726	445035	480716	482852	503050
152665	191311	207642	248681	306689	329627	336471	366013	432794	447004	480720	482878	503132
152711	191325	207874	251202	311146	329635	337007	366015	432804	447159	480954	482894	503223
152795	191540	207877	253298	311231	330105	337371	366103	432810	447184	481300	482897	507006
152803	191708	208372	254007	311264	330110	337445	366137	432833	448001	481441	482901	508002
152917	191748	208644	254009	312404	330133	338002	366195	432880	449019	481467	482922	515034
153045	191929	208851	257129	314170	330198	338018	372039	432888	450018	481469	482925	525056
156052	191980	208939	263027	314382	330231	338076	372065	432908	450044	481470	482944	526036
156094	191985	210005	265026	314947	330266	338095	372830	432921	450086	481508	482961	527001
156193	192047	210043	270037	320061	330405	338284	372840	432929	450101	481517	483002	531395
156197	192238	210059	270064	320077	331005	339022	380154	433020	450104	481523	483101	531549
159010	192290	210061	272050	320088	331122	339275	381383	437052	450125	481544	483122	531551
159027	192333	210169	272221	320982	331221	339276	381491	441044	450177	481553	483158	532236
159083	192406	210287	273105	321028	331669	339404	381498	441094	450179	481605	483198	532601
159088	192467	210336	274012	321040	331913	339824	392359	441100	450185	481610	483200	532909
159124	192475	210398	274117	321083	331981	340045	392374	441102	451003	481639	483360	537104
165039	192551	210402	275100	321158	332088	340150	392484	441111	451018	481657	483365	537297
165115	192694	210435	276062	322045	332413	340317	392570	441156	451022	481660	483466	537341
165150	192728	210457	278075	322140	332448	340525	392605	441162	451036	481668	483467	537352
165159	192771	210546	280160	322232	332509	340792	392638	441163	452007	481675	483520	537360
165165	192912	210572	282677	322273	332556	340929	392658	441168	452063	481709	483527	543260
165185	192916	210578	282712	322294	332594	340940	392676	441177	452082	481718	483564	544046
165197	192948	212316	282834	322317	332598	340955	395202	441216	452096	481719	483604	549105
165204	193107	212401	282863	322346	332867	344111	395207	441226	452225	481745	483648	551056
165312	193284	212656	282876	322419	333032	349454	<b>402256</b>	441262	452241	481824	483690	551104
170070	193444	212682	283381	322442	333191	349548	402379	441272	452533	481858	483706	551520
170132	193462	212887	283441	322581	333241	349616	402511	441273	452751	481884	483829	551560
170147	193531	220113	283488	322636	333332	349638	402619	441302	454191	481890	483949	551697
172051	193569	220190	284019	322758	333531	349643	402740	441303	454218	481928	484028	551756
173066	193576	220258	285008	322760	333628	349674	402761	441337	454319	481945	485009	551782
173075	193653	220360	285026	322796	333666	349679	405004	441342	454381	481956	485063	551822

551913	602448	607561	631674	701115	750971	761103	790042	801622	808018	840523	891203	895568
551915	602461	607573	631744	701128	750972	761107	790049	801662	809030	840538	891215	895571
551918	602477	607600	631773	701170	751034	761109	790309	801709	809034	840541	891246	898015
553352	602565	607605	631809	701172	751035	761110	791017	801713	809083	840569	891288	898046
553604	602579	607657	631810	701186	752198	761339	791026	801727	809143	841011	891365	<b>900061</b>
553764	602615	607683	631855	701188	752312	761359	791034	802001	809312	841058	891398	900096
553905	602703	608092	631893	701270	752354	761384	791076	802004	810025	841132	891572	900107
553960	602734	608165	631975	701301	752380	761420	791142	802008	811021	841146	891607	900240
554546	602763	608213	638104	701306	752454	761449	791161	802057	811032	841188	891638	900256
554621	602848	608225	641181	701324	752469	761476	791175	802080	812014	841827	891642	900455
554832	602851	608232	641292	701334	752508	761529	791310	802103	812035	841908	891711	900475
554881	602859	608247	641391	701346	752530	761557	791355	802125	813069	841952	891760	900639
570022	602881	608301	641465	701544	752543	761567	791384	802141	813211	846148	891765	900649
571132	602896	608350	641659	701552	752587	761639	791393	802146	813217	846209	891775	900683
572029	603039	608371	641673	701556	752611	761737	793014	802157	814074	846237	891784	900916
573007	603057	608374	641711	701792	752646	761766	793044	802212	814210	847127	891795	900986
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581170	603125	608452	652405	701821	752738	761785	793056	802326	814216	852051	891809	901063
591038	603136	608454	655101	701832	752829	761862	794022	802351	815015	852146	891824	901158
591973	603174	608478	658113	701886	752850	762007	794164	802644	815018	852350	895041	901161
596527	604154	608528	658170	701931	752880	762071	794219	802654	815020	852383	895058	901166
598598	604162	608551	658193	701942	753038	762072	794261	802702	815036	852556	895067	901189
598640	604176	609104	658220	701953	754001	763011	794264	802780	815038	852834	895071	901194
<b>600071</b>	604177	610152	658241	701962	754031	763094	794300	802786	815073	852867	895083	901214
600088	604268	611108	660021	705200	757021	763143	794302	802863	815101	853001	895085	901238
600134	604278	613145	660024	706157	757049	764008	794315	802871	815103	853177	895092	901272
600156	604647	614019	660043	708476	757060	765613	794375	802885	815119	853190	895118	901280
600232	604664	616062	660093	711035	757069	766509	794399	802923	815134	853193	895120	901286
600242	604711	616135	660679	722065	757071	766514	794403	802964	815182	853212	895140	901393
600250	604756	616169	661053	725034	757545	767568	794430	803039	815211	853218	895141	901465
600276	604804	616172	661074	730090	760017	768508	794450	803093	815212	853245	895145	901475
600311	604878	618017	662232	730186	760029	769521	796538	803100	816083	853264	895151	901487
600332	605178	618116	662240	730350	760043	770091	796550	803134	816090	853305	895167	901493
600362	605193	618119	662251	730384	760063	770364	796553	803261	816091	853311	895205	901531
600455	605485	624013	662280	730898	760065	770388	796556	803281	816103	853322	895271	901650
600462	605596	624080	662281	731013	760078	770488	796557	803319	816131	853337	895324	901671
600526	605616	624083	662291	731015	760085	770606	797220	803322	816133	853353	895331	901695
600552	605683	625110	662365	731018	760092	770679	799095	804095	816142	853412	895345	901711
600807	605718	628090	662374	731028	760093	770686	799129	804241	816147	853418	895346	901752
600823	605732	628116	662467	731353	760096	770698	<b>800333</b>	804256	816168	853425	895355	901772
600889	605767	628132	662496	731446	760098	771412	800356	804258	816190	853426	895373	901789
600893	605789	629080	665110	731467	760101	771501	800450	805232	816191	856241	895376	901794
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601116	606003	631064	666500	740402	760268	772074	800502	805382	816205	856535	895420	901918
601165	606031	631066	666905	740923	760301	773472	800518	805392	816257	871022	895428	901958
601188	606146	631067	672518	741180	760335	779102	800519	805415	816301	871100	895436	901966
601377	606150	631110	676630	741996	760540	782017	800521	805425	816303	871370	895440	902087
601394	606157	631153	678003	743021	760624	782162	800529	805438	816401	871477	895468	902189
601463	606201	631155	680059	747032	760652	784290	800536	805444	816427	871487	895470	902203
601544	606225	631172	681133	747039	760697	784365	800549	805453	816601	871511	895492	902217
601798	606239	631230	681613	748027	760711	784398	801034	805489	816607	871517	895497	902290
601833	606348	631260	681619	750024	760740	785348	801051	805499	820013	871523	895498	902311
601853	606407	631340	685102	750044	761040	785737	801280	805512	820812	871596	895500	902327
601911	606500	631353	687016	750261	761042	786023	801305	805514	824104	871606	895503	902464
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601960	606544	631432	701032	750690	761069	787881	801495	806149	834044	871635	895522	902559
602167	606778	631445	701061	750828	761083	790008	801524	806159	840133	875016	895548	902578
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602261	607501	631637	701091	750963	761087	790018	801612	808015	840520	882116	895564	902675

903349	913516	917360	918801	926006	926500	926986	927633	928729	941489	967012	980299	992450
903469	913587	917363	918900	926022	926506	926991	927656	928769	941642	967075	980467	992461
903541	913606	917404	918904	926046	926528	927025	927657	928778	941752	967102	980565	992475
903751	913649	917441	918919	926047	926564	927033	927678	928789	941836	967129	980599	992486
903790	913781	917463	918920	926051	926573	927049	927690	928816	945457	967214	980603	992508
904096	913791	917467	920033	926057	926576	927052	927709	928824	945581	967328	980660	992521
904169	913854	917476	920057	926062	926603	927082	927753	928825	945785	967429	980685	992544
904547	913871	917483	920152	926087	926637	927083	927782	928836	945962	967449	980896	992566
904553	914023	917504	920175	926107	926641	927101	927825	928863	946472	968182	980927	992579
906002	914142	917515	920186	926113	926659	927112	927837	928873	946490	968247	981876	992583
906006	914222	917534	920205	926135	926672	927120	927850	928884	946530	968325	981893	992600
906012	914375	917574	920212	926136	926695	927137	927993	930227	947246	968397	981939	992607
906015	914550	917588	920218	926139	926716	927139	928147	931048	948083	968467	981982	992632
906178	914552	917600	920268	926161	926717	927165	928174	931078	948271	968536	982009	992647
906236	914634	917701	920289	926171	926719	927168	928202	931092	948319	968549	982028	992681
906370	914861	917807	920318	926205	926734	927172	928229	931189	948372	968744	982057	992714
906387	915072	917873	920321	926215	926739	927181	928240	931211	948400	968756	982069	995163
906556	915132	917875	920324	926231	926740	927194	928265	931447	948452	968858	982136	995296
906594	915176	917997	920328	926238	926753	927199	928286	931485	948493	968892	982169	995373
906810	915191	918030	920422	926244	926759	927201	928297	931582	948500	968900	982173	995408
906850	915255	918048	921087	926254	926766	927215	928301	931718	948506	969047	982183	995451
907055	915330	918128	921145	926292	926777	927216	928302	931843	948526	969142	982219	995511
907088	915467	918163	921269	926300	926815	927217	928335	931921	948535	970169	982220	995545
907180	915510	918165	921331	926301	926825	927219	928408	933188	949172	970417	982229	995642
907214	915528	918168	921442	926303	926842	927234	928411	933335	950038	970467	983079	995941
907357	915546	918257	921519	926305	926843	927264	928422	933513	950604	970468	984260	995984
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907481	915623	918363	921623	926347	926890	927339	928496	934244	950870	970684	992158	997228
907586	915626	918373	921652	926371	926898	927353	928557	935250	951041	970738	992199	997290
907668	915632	918408	921687	926377	926900	927374	928584	935275	951069	970741	992207	998216
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907788	915640	918472	921917	926394	926916	927426	928623	937555	952211	970746	992273	999315
907908	917047	918542	921952	926400	926928	927433	928653	939152	952259	972261	992281	
910253	917110	918563	922295	926401	926930	927512	928656	940161	954318	972745	992305	
910284	917121	918580	924360	926410	926931	927515	928681	940222	958409	972748	992329	
910357	917217	918582	924451	926415	926939	927530	928697	940232	958620	973114	992352	
910370	917259	918618	924482	926417	926941	927534	928707	940240	958784	973304	992372	
911298	917260	918630	924487	926430	926945	927563	928708	940246	958799	974024	992389	
911306	917276	918635	924609	926444	926958	927606	928719	940414	958822	975001	992419	
912232	917280	918667	924621	926449	926970	927609	928720	940582	958838	976052	992422	
912380	917283	918707	924637	926454	926972	927626	928722	940925	958858	980003	992427	
912403	917304	918775	924656	926456	926977	927630	928725	941280	958871	980019	992431	
913004	917314	918797	925201	926473	926980	927631	928727	941479	958904	980042	992432	

## International Mail

IMM REVISION

### International Mail — Mailing to Latvia

Effective immediately, the following entry is being added to the Individual Country Listing for Latvia, under the heading, **Prohibitions**. This revision will be incorporated into Issue 20 of the *International Mail Manual* (IMM).

#### Individual Country Listings Country Conditions for Mailing

\* \* \* \* \*

#### Prohibitions (130)

Coins; bank notes; currency notes (paper money); securities of any kind payable to bearer; traveler's checks; platinum, gold, and silver (manufactured or not); precious stones; jewelry; and other valuable articles are prohibited in registered and unregistered letter packages, small packets, insured and uninsured parcels, as well as Express Mail International Service shipments, that are mailed to Latvia.

This change to the Individual Country Listing for Latvia will be incorporated into Issue 20 of the *International Mail Manual* (IMM).

—Pricing, Costing, & Classification,  
*International Business Unit, 4-9-98*

IMM REVISION

### International Mail — Mailing to Namibia

Effective immediately, the following entry is being added to the Individual Country Listings for Namibia, under the heading, **Observations**. This revision will be incorporated into Issue 20 of the *International Mail Manual* (IMM).

#### Individual Country Listings Country Conditions for Mailing

\* \* \* \* \*

#### Observations

The postal administration of Namibia does not deliver mail to street addresses. Therefore, all mailpieces sent to that country must be addressed to a private post office box. This condition of mailing applies to Express Mail International Service (EMS) shipments, registered and unregistered letter packages, printed matter items, small packets, and insured and uninsured parcels that are sent to Namibia.

—Pricing, Costing, & Classification,  
*International Business Unit, 4-9-98*

IMM REVISION

### International Mail — Great Britain and Northern Ireland

**Effective May 21, 1998**, it will no longer be permissible for U.S.-based biomedical research institutions, as defined in IMM 135.21, to mail perishable **infectious** biological substances to comparable research institutions in Great Britain and Northern Ireland. This impending revision in the conditions of mailing stems from an International Bureau Circular, which was recently disseminated on behalf of the British postal administration, to all member countries of the Universal Postal Union (UPU).

As a consequence, the following entry will be added to the Individual Country Listing for Great Britain and Northern Ireland, under the heading, **Prohibitions (130)**. This revision will be incorporated into Issue 20 of the *International Mail Manual* (IMM).

#### Individual Country Listings Country Conditions for Mailing

\* \* \* \* \*

#### Prohibitions (130) Perishable infectious biological substances

**Note:** This new prohibition does **not** apply to qualifying shipments of perishable noninfectious biological substances. Those contents can still be mailed, provided that they conform to the packaging and marking requirements that are specified in IMM 135.3 and 135.4.

—Pricing, Costing, & Classification,  
*International Business Unit, 4-9-98*

*IMM REVISION*

**International Customized Mail**

Effective immediately, the IMM is revised as follows:

**290 International Customized Mail**

\* \* \* \* \*

**292 Qualifying Matters**

To qualify for ICM service, a mailer must be capable, on an annualized basis, of either (1) tendering at least 1 million pounds of international mail to the Postal Service, or (2) paying at least \$2 million in international postage to the Postal Service. The mailer must also be capable of tendering all of its ICM mail to the Postal Service.

—*Global Customized Solutions Team,  
International Business Unit, 4-9-98*



# Philately

STAMP ANNOUNCEMENT 98-13

## University of Mississippi Postal Card (Historic Preservation Series)



Copyright USPS 1997

The Postal Service will issue a 20-cent University of Mississippi postal card (Item 2292) on April 20, 1998, in University, Mississippi. The postal card, the latest addition to the U.S. Postal Service's Historic Preservation series, goes on sale nationwide April 21.

Designed by Howard Paine of Delaplane, Virginia, and illustrated by Harry Devlin of Mountainside, New Jersey, this postal card features The Lyceum, which is the university's first building and the only survivor of the five buildings that comprised the original campus. This postal card is an addition to the Historic Preservation series and commemorates the 150th anniversary of the University of Mississippi and The Lyceum.

<b>Issue: University of Mississippi</b>	Denomination: 20-cent
<b>Format: Postal Card</b>	Item Number: 2292
<b>Catalog Item Number: 229200 Postal Card — \$.20</b>	229261 Cancelled Postal Card — \$.30
<b>Issue Date: April 20, 1998</b>	Nationwide Sale Date: April 21, 1998
<b>Issue City &amp; State: University, MS</b>	Illustrator: Harry Devlin, Mountainside, NJ
<b>Designer/Art Director: Howard Paine, Delaplane, VA</b>	Typographer: Tom Mann, Vancouver, WA
<b>Manufacturing Process: Offset</b>	Printer: Government Printing Office
<b>Colors (PMS Colors): Yellow, magenta, cyan, and black</b>	Image Area: 1.25 x 2.25 in./31.73 x 57.11 mm
<b>Overall Size: 3.5 x 5.5 in./88.83 x 139.59 mm</b>	Marginal Markings: "© 1997 USPS" • recycled logo followed by "Recycled"

### 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 postal cards at their local post office, address the postal cards (to themselves or others), and place them in a larger envelope addressed to:

UNIVERSITY OF MISSISSIPPI POSTAL CARD  
 POSTMASTER  
 NO 1 STUDENT UNION BLDG  
 UNIVERSITY MS 38677-9991

After applying the first day of issue postmark, the Postal Service will return the postal cards through the mail. There is no charge for the postmark. All orders must be postmarked by May 20, 1998.

Stamp Fulfillment Services also offers first day covers for new stamp issues and postal stationery items postmarked with the official first day of issue cancellation. Each item has an individual catalog number and is offered in the quarterly *USA Philatelic* catalog. Customers may request a free catalog by writing to:

INFORMATION FULFILLMENT  
 US POSTAL SERVICE  
 DEPT 6270  
 PO BOX 419014  
 KANSAS CITY MO 64141-6014

or by telephoning 1-800-STAMP24.

First day covers remain on sale for at least one year after the stamp's issuance.

### Distribution

All stamp distribution offices (SDOs) and stamp distribution networks (SDNs) will receive their standard automatic distribution quantities for a commemorative postal card.

#### Initial Supply for Post Offices

All post offices should immediately requisition these postal cards from their designated SDO/SDN using a separate Form 17, *Stamp Requisition*. SDOs and SDNs must not distribute these postal cards to post offices before April 13, 1998.

*Additional Supply*

The Government Printing Office (GPO) will disburse *all* of these commemorative postal cards to SDOs and SDNs; therefore, the GPO *will not* have any cards available for re-ordering. SDOs requiring additional postal cards must order them from the appropriate accountable paper depository (APD), using a separate Form 17. The Denver APD and the Dulles SDN will receive 75,000 postal cards for filling supplemental orders. The Kansas City SDN and the New York, Washington, Chicago, and San Francisco APDs will receive 150,000 postal cards for filling supplemental orders. The Memphis APD will receive 240,000 postal cards for filling supplemental orders. All other post offices requiring additional postal cards must requisition them from their designated SDO or SDN using Form 17.

*Philatelic Requirement*

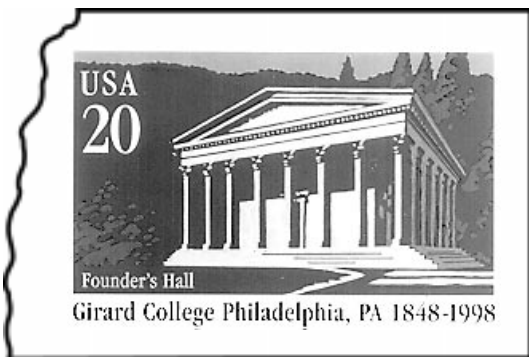
SDOs/SDNs with authorized philatelic centers will provide a subsequent automatic distribution to each philatelic center from their standard automatic distribution quantity.

*Sales Policy*

All post offices must acquire and maintain a supply of each new commemorative postal card as long as customer demand exists or until the postal card is officially withdrawn from sale, generally one year from date of issue. If supplies run low, post offices must reorder additional quantities using their normal ordering procedures.

—Stamp Services, Marketing, 4-9-98

## STAMP ANNOUNCEMENT 98-14

**Girard College Postal Card (Historic Preservation Series)**

Copyright USPS 1997

The Postal Service will issue a 20-cent Girard College postal card (Item 2290) on May 1, 1998, in Philadelphia, Pennsylvania. The postal card, the latest addition to the U.S. Postal Service's Historic Preservation series, goes on sale nationwide May 2.

Designed by Phil Jordan of Falls Church, Virginia, and illustrated by Tom Engeman of San Francisco, California, the postal card features a view of Founder's Hall.

**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 postal cards at their local post office, address the postal cards (to themselves or others), and place them in a larger envelope addressed to:

GIRARD COLLEGE POSTAL CARD  
POSTMASTER  
2970 MARKET ST  
PHILADELPHIA PA 19104-9991

After applying the first day of issue postmark, the Postal Service will return the postal cards through the mail. There is no charge for the postmark. All orders must be postmarked by May 31, 1998.

Stamp Fulfillment Services also offers first day covers for new stamp issues and postal stationery items postmarked with the official first day of issue cancellation. Each item has an individual catalog number and is offered in the quarterly *USA Philatelic* catalog. Customers may request a free catalog by writing to:

INFORMATION FULFILLMENT  
US POSTAL SERVICE  
DEPT 6270  
PO BOX 419014  
KANSAS CITY MO 64141-6014

or by telephoning 1-800-STAMP24.

First day covers remain on sale for at least one year after the stamp's issuance.

<b>Issue:</b> Girard College	Denomination: 20-cent
<b>Format:</b> Postal Card	Item Number: 2290
<b>Catalog Item Number:</b> 229000 Postal Card — \$.20	229061 Cancelled Postal Card — \$.30
<b>Issue Date:</b> May 1, 1998	Nationwide Sale Date: May 2, 1998
<b>Issue City &amp; State:</b> Philadelphia, PA	Illustrator: Tom Engeman, San Francisco, CA
<b>Designer/Art Director/ Typographer:</b>	Phil Jordan, Falls Church, VA
<b>Manufacturing Process:</b> Offset	Printer: Government Printing Office
<b>Colors (PMS Colors):</b> Yellow, magenta, cyan, and black	Image Area: 1.25 x 2.25 in./ 31.73 x 57.11 mm
<b>Overall Size:</b> 3.5 x 5.5 in./88.83 x 139.59 mm	Marginal Markings: "© 1997 USPS" • recycled logo followed by "Recycled"

## Distribution

All stamp distribution offices (SDOs) and stamp distribution networks (SDNs) will receive their standard automatic distribution quantities for a commemorative postal card. SDOs will make subsequent distributions to authorized philatelic centers *only*.

### *Initial Supply*

All other post offices should immediately requisition these postal cards from their designated SDO or SDN, using a separate Form 17, *Stamp Requisition*. SDOs and SDNs must not distribute these postal cards to post offices before April 22, 1998.

### *Additional Supply*

The Government Printing Office (GPO) will disburse *all* of these commemorative postal cards to SDOs and SDNs; therefore, they will not have any cards for reordering. Each accountable paper depository (APD) and the Kansas City, MO, SDN will receive 160,000 postal cards for filling supplemental orders. The Dulles, VA, SDN will receive 20,000

postal cards for filling supplemental orders. SDOs requiring additional postal cards must order them from their appropriate APD, using a separate Form 17, *Stamp Requisition*. All other post offices requiring additional postal cards must requisition them from their designated SDO or SDN on a separate Form 17, *Stamp Requisition*.

### *Philatelic Requirement*

SDOs with authorized philatelic centers will receive their standard quantities for a commemorative postal card to provide subsequent automatic distribution to each philatelic center.

### *Sales Policy*

All post offices must acquire and maintain a supply of each new commemorative postal card as long as customer demand exists or until it is officially withdrawn from sale, generally one year from the date of issue. If supplies run low, post offices must reorder additional quantities through their normal ordering procedures.

—*Stamp Services, Marketing, 4-9-98*

## Pictorial Cancellations Announcement 98-7

As a community service, the Postal Service offers pictorial cancellations to commemorate local events celebrated in communities throughout the nation. A list of 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 postmarked 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 postage (32 cents per envelope or 20 cents per postcard). Items sub-

mitted for cancellation may not include postage issued after the date of the requested cancellation. Such items will be returned unserved.

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.



*Harvest for the Hungry*  
ALL-STAR GALA STATION  
March 20, 1998  
Baltimore, MD 21201

March 20, 1998

ALL-STAR GALA STATION  
POSTMASTER  
900 E FAYETTE ST  
BALTIMORE MD 21233-9715



April 3, 1998

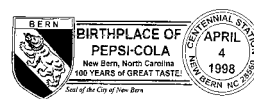
*United States Postal Service*  
TRYON PLACE STATION  
POSTMASTER  
1815 S GLENBURNIE RD  
NEW BERN NC 28560-9998



March 21, 1998  
*The 51st Original Connecticut Home Show*  
Connecticut Home Show Station - Hartford CT 06103-0000

March 21, 1998

CONNECTICUT HOME SHOW STATION  
POSTMASTER  
900 E FAYETTE ST  
HARTFORD CT 06103-9998



April 4, 1998

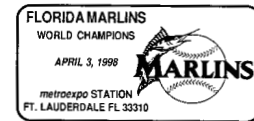
*United States Postal Service*  
CENTENNIAL PLACE STATION  
POSTMASTER  
1815 S GLENBURNIE RD  
NEW BERN NC 28560-9998



"ROCKY MOUNTAIN HIGH" - THE HIGHEST RUN SERVED BY A LIFT IN NORTH AMERICA  
SNOWMASS STATION INAUGURATION  
ASPEN, COLORADO 81611  
MARCH 22 1998  
JOHN DENVER DAY

March 22, 1998

SNOWMASS STATION  
POSTMASTER  
235 PUPPY SMITH ST  
ASPEN CO 81611-9998



April 3-5, 1998

*Metropolitan Expositions*  
METROEXPO STATION  
POSTMASTER  
1900 W OAKLAND PARK BLVD  
FT LAUDERDALE FL 33310-9994



March 26-29, 1998

*1998 NCAA Women's Final Four*  
1998 NCAA WOMEN'S FINAL FOUR STATION  
POSTMASTER  
315 W PERSHING RD RM 506  
KANSAS CITY MO 64105-9998



April 4-19, 1998

AZALEA FESTIVAL STATION  
POSTMASTER  
525 W OKMULGEE ST  
MUSKOGEE OK 74401-9998



March 31, 1998

TAMPA BAY DEVIL RAYS INAUGURAL GAME STATION  
POSTMASTER  
3135 1ST AVE NORTH  
ST PETERSBURG FL 33730-9998



April 10-12, 1998

MINICON 33 STATION  
POSTMASTER  
100 S 1ST ST  
MINNEAPOLIS MN 55401-9998



April 15, 1998  
**INCOME TAX NIGHT STATION**  
 POSTMASTER  
 560 HUYLEY ST  
 S HACKENSACK NJ 07606-9998



April 22, 1998  
**100TH ANNIVERSARY STATION**  
 POSTMASTER  
 PO BOX 9998  
 OYSTER BAY NY 11771-9998



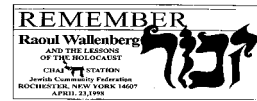
April 17-19, 1998  
**GLENPEX 98 STATION**  
 POSTMASTER  
 PO BOX 9998  
 MELROSE PARK IL 60160-9998



April 22, 1998  
**CLEAN YOUR FILES DAY (CYFD) STATION**  
 POSTMASTER  
 1335 JEFFERSON RD  
 ROCHESTER NY 14692-9998



April 18, 1998  
 Postmaster, Tryon NC 28782  
**52ND ANNUAL BLOCKHOUSE**  
**STEEPLECHASE STATION**  
 POSTMASTER  
 211 PACOLET ST  
 TRYON NC 28782-9998



April 23, 1998  
**CHAI STATION**  
 POSTMASTER  
 1335 JEFFERSON RD  
 ROCHESTER NY 14692-9998



April 18-19, 1998  
**ORANGE BLOSSOM FESTIVAL STATION**  
 POSTMASTER  
 4150 CHICAGO AVE  
 RIVERSIDE CA 92507-9998



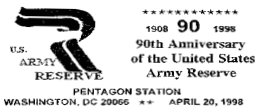
April 23, 1998  
**GARNER VISITOR CENTER STATION**  
 POSTMASTER  
 1215 HIGHWAY 25B N  
 HEBER SPRINGS AR 72543-9998



April 18-25, 1998  
**GARNET FESTIVAL STATION**  
 POSTMASTER  
 PO BOX 9998  
 WRANGELL AK 99929-9998



April 23-26, 1998  
**American Quilter's Society**  
**QUILT CITY USA STATION**  
 POSTMASTER  
 PO BOX 9998  
 PADUCAH KY 42003-9998



April 20-21, 1998  
**PENTAGON STATION**  
 POSTMASTER  
 900 BRENTWOOD RD NE  
 WASHINGTON DC 20066-9998



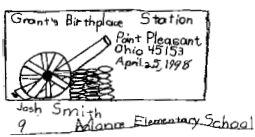
April 24, 1998  
**FOUNDERS DAY STATION**  
 POSTMASTER  
 720 11TH ST  
 BEAVER FALLS PA 15010-9998



April 22, 1998  
**EARTH DAY COALITION**  
**OF NEW MEXICO STATION**  
 POSTMASTER  
 1135 BROADWAY NE  
 ALBUQUERQUE NM 87101-9998



April 24, 1998  
**NATIONAL CHAMPIONSHIP STATION**  
 POSTMASTER  
 700 R ST  
 LINCOLN NE 68501-9998



April 22, 1998  
**GRANT'S BIRTHDAY STATION**  
 POSTMASTER  
 1591 S R 232  
 MOSCOW OH 45153-9998



April 24, 1998  
**Deschutes County Commission on Children-Families**  
**DESCHUTES COUNTY YOUTH SUMMIT STATION**  
 POSTMASTER  
 2300 NE 4TH ST  
 BEND OR 97701-9998



April 22, 1998  
**EARTH DAY STATION**  
 POSTMASTER  
 59 LOCKES VILLAGE RD  
 WENDELL MA 01379-9998



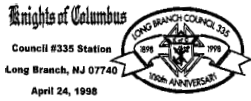
April 24, 1998  
**ULYSSES S. GRANT BOYHOOD HOME STATION**  
 POSTMASTER  
 219 EAST GRANT AVE  
 GEORGETOWN OH 45121-1311



April 24, 1998  
OHIO STATE CONVENTION STATION  
POSTMASTER  
127 N MAIN ST  
DELPHOS OH 45833-9998



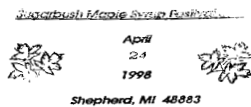
April 25, 1998  
SHAD FESTIVAL STATION  
POSTMASTER  
10 YORK ST  
LAMBERTVILLE NJ 08530-9998



April 24, 1998  
COUNCIL #335 STATION  
POSTMASTER  
60 THIRD AVE  
LONG BRANCH NJ 07740-9998

(ARTWORK UNAVAILABLE)

April 25, 1998  
KANSAS CITY'S PROMISE STATION  
POSTMASTER  
315 W PERSHING RD RM 506  
KANSAS CITY MO 64108-9998



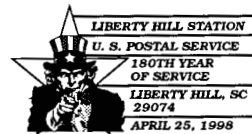
April 24, 1998  
SUGARBUSH MAPLE SYRUP  
FESTIVAL STATION  
POSTMASTER  
PO BOX 9998  
SHEPHERD MI 48883-9998



April 25, 1998  
DEPOT DAYS STATION  
POSTMASTER  
PO BOX 9998  
BROOKLYN WI 53521-9998



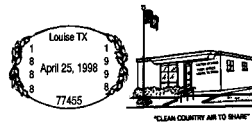
April 24-25, 1998  
103RD ANNIVERSARY-CAR  
NATIONAL CONVENTION STATION  
POSTMASTER  
3111 FAIRVIEW PARK DRIVE  
FALLS CHURCH VA 22042-9998



April 25, 1998  
LIBERTY HILL STATION  
POSTMASTER  
4049 JOHN G RICHARDS RD  
LIBERTY HILL SC 29074-9998



April 24-25, 1998  
*City of Bardwell*  
CITY OF BARDWELL 120TH  
BIRTHDAY CELEBRATION STATION  
POSTMASTER  
PO BOX 9998  
BARDWELL KY 42023-9998



April 25, 1998  
*Postmaster*  
110TH ANNIVERSARY STATION  
POSTMASTER  
1000 NORTH STREET  
LOUISE TX 77455-9998



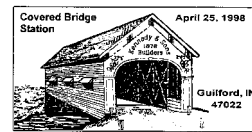
April 24-26, 1998  
*Euless Chamber of Commerce*  
ARBOR DAZE STATION  
POSTMASTER  
210 N ECTOR DR  
EULESS TX 76039-9998



April 25, 1998  
RAIL FESTIVAL STATION  
POSTMASTER  
11 SOUTH D ST  
PERRIS CA 92572-9998



April 24-26, 1998  
400TH ANNIVERSARY STATION  
POSTMASTER  
8401 BOEING DR  
EL PASO TX 79901-9998



April 25, 1998  
COVERED BRIDGE STATION  
POSTMASTER  
4785 MAIN ST  
GUILFORD IN 47022-9998



April 24-26, 1998  
WESTLANE STATION  
POSTMASTER  
4245 WESTLANE  
STOCKTON CA 95208-9998



April 25, 1998  
DEPOT DAYS STATION  
POSTMASTER  
PO BOX 9998  
MONTICELLO WI 53570-9998

(ARTWORK UNAVAILABLE)

April 25, 1998  
*Athens County Children Services*  
CONVO CENTER STATION  
POSTMASTER  
5 STIMSON AVE  
ATHENS OH 45701-9998



April 25, 1998  
DEPOT DAYS STATION  
POSTMASTER  
PO BOX 9998  
MONROE WI 53566-9998



April 25, 1998  
 WACOPEX STATION  
 POSTMASTER  
 ELKS CLUB/COUNTRY CLUB RD  
 MONTPELIER VT 05602-9998



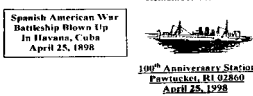
April 25, 1998  
 CHECKERED FLAG STATION  
 POSTMASTER  
 951 20TH ST  
 DENVER CO 80202-9998



April 25, 1998  
 ROAPEX STATION  
 POSTMASTER  
 419 RUTHERFORD AVE NE  
 ROANOKE VA 24017-9998



April 25, 1998  
 60TH ANNIVERSARY STATION  
 POSTMASTER  
 PO BOX 9998  
 POCAHONTAS VA 24635-9998



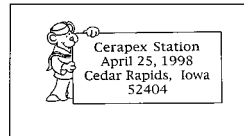
April 25, 1998  
 100 ANNIVERSARY STATION  
 POSTMASTER  
 40 MONTGOMERY ST  
 PAWTUCKET RI 02860-9998



April 25-26, 1998  
 OLD ROUND BARN  
 CENTENNIAL STATION  
 POSTMASTER  
 205 N OODOR  
 ARCADIA OK 73007-9998



April 25, 1998  
 SPARTA STATION  
 POSTMASTER  
 PO BOX 9998  
 SPARTA WI 54656-9998



April 25-26, 1998  
 CERAPEX STATION  
 POSTMASTER  
 615 6TH AVE SE  
 CEDAR RAPIDS IA 52404-9998



April 25, 1998  
 DEPOT DAYS STATION  
 POSTMASTER  
 PO BOX 9998  
 BRODHEAD WI 53520-9998



April 25-26, 1998  
 WISCOPEX STATION  
 POSTMASTER  
 PO BOX 9998  
 APPLETON WI 54911-9998



April 25, 1998  
 Ballinger Chamber of Commerce  
 ETHNIC FESTIVAL STATION  
 POSTMASTER  
 108 S 8TH ST  
 BALLINGER TX 76821-9998



April 26 1998  
 festival de la familia  
 POSTMASTER  
 2000 ROYAL OAKS DR  
 SACRAMENTO CA 95813-9998



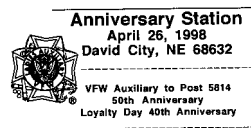
April 25, 1998  
 NATCHEZ TRACE FESTIVAL STATION  
 POSTMASTER  
 222 EAST WASHINGTON ST  
 KOSCIUSKO MS 39090-9998



April 26, 1998  
 Friends of the Sunriver Area Public Library  
 LIBRARY STATION  
 POSTMASTER  
 2300 NE 4TH ST  
 BEND OR 97701-9998



April 25, 1998  
 ON THE CHISHOLM TRAIL STATION  
 POSTMASTER  
 802 W WILLOW AVE  
 DUNCAN OK 73533-9998



April 26, 1998  
 ANNIVERSARY STATION  
 POSTMASTER  
 PO BOX 9998  
 DAVID CITY NE 68632-9998

## Special Cancellation Die Hubs

Postmasters and plant managers who have any of the special cancellation die hubs listed below may use them for the periods designated. At the end of the period, these die hubs must be withdrawn and stored. Postmasters and plant managers who do not have these special die hubs may not request them from the sponsors.

<b>Cancellation</b>	<b>Period of Use</b>
Easter Seals, Fight Crippling	March 1–April 22
Law Day USA, Freedom Under Law, May 1	April 1–April 30
Strike Back at Cancer, Give to the American Cancer Society	April 1–April 30
National CARIH Asthma Week	April 1–May 6
Only You Can Prevent Forest Fires	April 1–Oct. 31
National Salvation Army Week, 4 <sup>th</sup> Week in May	May 1–May 31
Support Your Mental Health Association	May 1–May 31
Support Research for Neurofibromatosis	May 1–May 31
National Flag Day, June 14, Pause for the Pledge	May 1–June 14
Goodwill Industries, Our Business Works for Disabled People	May 1–June 30
Support National Historic Preservation Week	May 9–May 15
National Transportation Week	May 14–May 20
Fight Disease, Support City of Hope Pilot Medical Center	May 15–June 15
Defeat Muscular Dystrophy, Support MDAA	May 15–June 17
Conquer Multiple Sclerosis	May 17–June 17
Conquer Cystic Fibrosis	Sept. 1–Sept. 30
Peace Corps Anniversary, Making a Difference	Sept. 1–Oct. 31
Employ People With Disabilities	Sept. 1–Nov. 30
Give, the United Way	Sept. 15–Oct. 31
Learn About Lupus, October, Lupus Awareness Month	Oct. 1–Oct. 31
Radon Action Week	Oct. 1–Oct. 31
Support Infection Control Week	Oct. 1–Nov. 30
National Adoption Month	Nov. 1–Nov. 30
Military Families Recognition Day	Nov. 1–Nov. 30
National Philanthropy Day, Love of Humankind	Nov. 1–Nov. 30
Help Retarded Children	Nov. 1–Nov. 30
Use Christmas Seals, Support Your Lung Association	Nov. 8–Dec. 31
Support American Education Week	Nov. 10–Nov. 30
Autistic Children, Hope Through Research and Education	Dec. 1–Dec. 31

—Business Mail Acceptance, Marketing Systems, 4-9-98



# Postal Employees

## RIF Competitive Areas for the U.S. Postal Service

Federal regulations and guidance from the Office of Personnel Management require agencies covered by reduction-in-force (RIF) procedures to establish Competitive Areas and to publish a list of those Competitive Areas to their employees. Competitive Areas are organizational units

under separate management authority within which preference eligible employees compete during a reduction in force. Listed below are the Competitive Areas for the U.S. Postal Service as of March 2, 1998.

	Organization	Competitive Area	
<b>Headquarters</b>	Office of the Postmaster General/ Chief Executive Officer	Separate	
	Office of the Chief Operating Officer/ Executive Vice President	Separate	
	Office of the Deputy Postmaster General	Separate	
	Offices of Senior Vice Presidents	Separate	
	Each Vice President's Organization	Separate	
<b>Headquarters Related Organization</b>	<b>Organizational Type</b>	Each Inspection Service Operation Support Unit	Separate
		Each Inspection Service Division	Separate
		Each Statistical Programs Service Center*	Separate
		Each Field Counsel Unit*	Separate
		Each Rates and Classification Service Center*	Separate
		Each Facilities Service Office*	Separate
		Each Purchasing Service Office	Separate
		Each Communications Service Center*	Separate
		Each Accounting Service Center	Separate
	<b>Unique Org. — Separate Competitive Area</b>	Address Management, Memphis TN	Separate
		Center for Employee Development, Norman OK	Separate
		Engineering, Merrifield VA	Separate
		Expedited HUB Operations, Indianapolis IN	Separate
		Facilities, Arlington VA	Separate
		HRIS Support Services, Fort Snelling MN	Separate
		International Business Information Systems, Jamaica NY	Separate
		Maintenance Technical Support Center, Norman OK	Separate
		Memphis Major Facilities Service Office, Memphis TN	Separate
		Strategic Initiatives, Arlington VA	Separate
<b>Unique Org. — Part of Another Competitive Area</b>	Tactical Marketing and Sales Development, Rosslyn VA	Separate	
	New Jersey Material Distribution Center, South River NJ	Separate	
	Automation Purchasing, Merrifield VA	Purchasing and Materials, National HQ, Washington DC	
	Capitol Metro Area Operations, Gaithersburg MD	Chief Operating Officer, National HQ, Washington DC	
	Capitol Metro Facilities Service Office, Columbia MD	Facilities, Arlington VA	
	Career Development (Inspection Service), Potomac MD	Inspection Service, National HQ, Washington DC	
Columbia Facilities Service Office, Columbia MD	Facilities, Arlington VA		
Criminal-Forensic/Technical Service Units	Inspection Service, National HQ, Washington DC		

	Organization	Competitive Area
<b>Unique Org. — Part of Another Competitive Area</b>	Denver National Service Center, Denver CO	Core Business, National HQ, Washington DC
	Distance Learning, Potomac MD	Human Resources, National HQ, Washington DC
	Dulles Stamp Distribution Network, Dulles VA	Marketing, National HQ, Washington DC
	Field Counsel - Mid-Atlantic, Washington DC	General Counsel, National HQ, Washington DC
	HQ Facilities Services, HQ Washington DC	Facilities, Arlington VA
	Mail Equipment Shop, Washington DC	Purchasing and Materials, National HQ, Washington DC
	Major Facilities Purchasing, Arlington VA	Purchasing and Materials, National HQ, Washington DC
	Mid-Atlantic Communications Service Center, Columbia MD	Corporate Affairs, National HQ, Washington DC
	National Test Administration Center, Merrifield VA	Human Resources, National HQ, Washington DC
	Northern VA Rates and Class Service Center, Alexandria VA	Marketing Systems, National HQ, Washington DC
	Northern VA Statistical Programs Service Center, Alexandria VA	Finance, National HQ, Washington DC
	Printing/Distribution, Potomac MD	Human Resources, National HQ, Washington DC
	WFB Center for Leadership Development, Potomac MD	Human Resources, National HQ, Washington DC
	<b>Unique Org. — Grouped for Competitive Area</b>	Minneapolis Computer Operation Service Center
Minneapolis Business System Solutions Center		
Minneapolis Management Support Service Center		
Network Operations		Raleigh Information Systems Site
Applied Application Technology		
Raleigh Business Systems Solutions Center		
Raleigh Management Support Service Center		
Field Computing Service Center		
Distributed Systems Central Management Facility		
Information Systems Security		
Application Technology Engineering		
St. Louis Business Systems Solutions Center		St. Louis Information Systems Site
St. Louis Management Support Service Center		
Mail Operations Business Systems Portfolio		
San Mateo Business Systems Solutions Center	San Mateo Information Systems Site	
San Mateo Management Support Service Center		
San Mateo Computer Operations Service Center		
Philatelic Fulfillment Service Center	Kansas Stamp Services Center	

	Organization	Competitive Area
<b>Unique Org. — Grouped for Competitive Area</b>	Kansas City Stamp Distribution Network	Kansas Stamp Services Center
	Inventory Control	Topeka Purchasing and Material Center
	Inventory Support	
	Topeka Label Printing Center	
	Topeka Purchasing Center	
	Systems Integration (Topeka)	
<b>Field</b>	Each Area Office	Separate
	Each District Office (including its Vehicle Maintenance Facilities)	Separate
	Each Post Office	Separate
	Each Processing and Distribution Center	Separate
	Each Processing and Distribution Facility	Separate
	Each Air Mail Center	Separate
	Each Air Mail Facility	Separate
	Each Priority Mail Processing Center	Separate
	Each Bulk Mail Center	Separate
	Each Remote Encoding Center	Separate
	Each International Satellite Facility	Separate
	Each International Service Center	Separate
	Each Independent Mail Transfer Center	Separate
	Each Independent Delivery Distribution Center	Separate
Each Mail Equipment Facility	Separate	

\*The units located in the Washington DC commute area are part of the parent national Headquarters organization competitive area.

—*Selection, Evaluation, and Recognition, Human Resources, 4-9-98*

## Post Offices

### Post Office Changes Number 98-5

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	05-7656	96130	CA	Susanville	Lassen	Main Office	Post Office	7/01/1998	Establish a new ZIP Code for Post Office Boxes. Use Susanville CA 96127 as last line of address for Post Office Boxes previously in 96130 and in a new classified station.
New	05-7656	96127	CA	Susanville	Lassen	Eagle Station	Classified Station	7/01/1998	
Old	19-0066	67414	KS	Ada	Ottawa	Main Office	Post Office	1/03/1998	Post Office and ZIP Code discontinued. Establish a place name. Ada KS becomes an acceptable last line for use with ZIP Code 67467.
New	19-5995	67467	KS	Minneapolis	Ottawa	Ada	Place Name	1/03/1998	
Old	19-0792	67012	KS	Beaumont	Butler	Main Office	Post Office	8/16/1997	Post Office discontinued. Retain ZIP Code. Establish a place name. Use Beaumont KS 67012 as last line of address.
New	19-3025	67012	KS	Eureka	Greenwood	Beaumont (Butler Co)	Place Name	8/16/1997	
Old	19-9812	66873	KS	Wilsey	Morris	Main Office	Post Office	9/27/1997	Post Office discontinued. Retain ZIP Code. Establish a Community Post Office. Use Wilsey KS 66873 as last line of address.
New	19-2167	66873	KS	Council Grove	Morris	Wilsey	Community Post Office	9/27/1997	
Old	20-1660	41131	KY	Concord	Lewis	Main Office	Post Office	5/24/1997	Post Office and ZIP Code discontinued. Establish a place name. Concord KY becomes an acceptable last line for use with ZIP Code 41179.
New	20-7932	41179	KY	Vanceburg	Lewis	Concord	Place Name	5/24/1997	
Old	20-1684	41009	KY	Constance	Boone	Main Office	Post Office	11/01/1997	Post Office and ZIP Code discontinued. Establish a place name. Constance KY becomes an acceptable last line for use with ZIP Code 41048.
New	20-3640	41048	KY	Hebron	Boone	Constance	Place Name	11/01/1997	
Old	20-1008	41125	KY	Bruin	Elliott	Main Office	Post Office	5/24/1997	Post Office and ZIP Code discontinued. Establish a place name. Bruin KY becomes an acceptable last line for use with ZIP Code 41171.
New	20-2848	41171	KY	Sandy Hook	Elliott	Bruin	Place Name	5/24/1997	
Old	20-8304	41269	KY	Whitehouse	Johnson	Main Office	Post Office	9/20/1997	Post Office and ZIP Code discontinued. Establish a place name. Whitehouse KY becomes an acceptable last line for use with ZIP Code 41240.
New	20-5912	41240	KY	Paintsville	Johnson	Whitehouse	Place Name	9/20/1997	

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	20-3832	41639	KY	Honaker	Floyd	Main Office	Post Office	1/24/1998	Post Office and ZIP Code discontinued. Establish a place name. Honaker KY becomes an acceptable last line for use with ZIP Code 41603.
New	20-0364	41603	KY	Banner	Floyd	Honaker	Place Name	1/24/1998	
Old	20-2508	41135	KY	Emerson	Lewis	Main Office	Post Office	9/20/1997	Post Office discontinued. Retain ZIP Code. Establish a Community Post Office. Use Emerson KY 41135 as last line of address.
New	20-7932	41135	KY	Vanceburg	Lewis	Emerson	Community Post Office	9/20/1997	
Old	36-4820	28358	NC	Lumberton	Robeson	Main Office	Post Office	7/01/1998	Establish a new ZIP Code for a delivery area. Use Lumberton NC 28360 as last line of address for a portion of the deliveries previously in ZIP Code 28358.
New	36-4820	28360	NC	Lumberton	Robeson	Main Office	Post Office	7/01/1998	
Old	36-4920	28105	NC	Matthews	Mecklenburg	Main Office	Post Office	7/01/1998	Establish a new ZIP Code for a delivery area. Use Matthews NC 28104 as last line of address for a portion of the deliveries previously in ZIP Code 28105.
New	36-4920	28104	NC	Matthews	Mecklenburg	Main Office	Post Office	7/01/1998	
Old	34-2877	87578	NM	Espanola	Rio Arriba	Truchas	Community Post Office	7/01/1998	This announcement changes the administrative office for this ZIP Code from Espanola NM to Chamisal NM. Continue to use Truchas NM 87578 as last line for address.
New	34-1512	87578	NM	Chamisal	Rio Arriba	Truchas	Community Post Office	7/01/1998	
Old	35-6440	10566	NY	Peekskill	Westchester	Main Office	Post Office	7/01/1998	Establish a new ZIP Code for a delivery area. Use Peekskill 10567 as last line of address for a portion of the deliveries previously in ZIP Code 10566.
New	35-6440	10567	NY	Peekskill	Westchester	Main Office	Post Office	7/01/1998	
Old	38-5852	45789	OH	Graysville	Monroe	Main Office	Post Office	4/01/1998	This announcement changes the administrative office for this ZIP Code from Graysville OH to New Matamoras OH. Continue to use Wingett Run OH 45789 as last line for address.
New	38-5852	45789	OH	New Matamoras	Washington	Wingett Run	Community Post Office	4/01/1998	
Old	48-7785	75088	TX	Rowlett	Rockwall	Main Office	Post Office	7/01/1998	Establish a new ZIP Code for a delivery area. Use Rowlett TX 75089 as last line of address for a portion of the deliveries previously in ZIP Code 75088.
New	48-7785	75089	TX	Rowlett	Rockwall	Main Office	Post Office	7/01/1998	

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	48-7710	75087	TX	Rockwall	Rockwall	Main Office	Post Office	7/01/1998	Establish a new ZIP Code for a delivery area. Use Rockwall TX 75032 as last line of address for a portion of the deliveries previously in ZIP Code 75087.
New	48-7710	75032	TX	Rockwall	Rockwall	Main Office	Post Office	7/01/1998	
Old	48-5130	75028	TX	Lewisville	Denton	Flower Mound	Classified Station	7/01/1998	Establish a new ZIP Code for a delivery area. Use Lewisville TX 75022 as last line of address for a portion of the deliveries previously in ZIP Code 75028.
New	48-5130	75022	TX	Lewisville	Denton	Flower Mound	Classified Station	7/01/1998	
Old	48-5130	75067	TX	Lewisville	Denton	Main Office	Post Office	7/01/1998	Establish a new ZIP Code for a delivery area. Use Lewisville TX 75077 as last line of address for a portion of the deliveries previously in ZIP Code 75067.
New	48-5130	75077	TX	Lewisville	Denton	Main Office	Post Office	7/01/1998	
Old	51-1794	23336	VA	Chincoteague	Accomack	Main Office	Post Office	7/01/1998	This announcement changes the name of the Chincoteague VA Post Office to the Chincoteague Island Post Office. Use Chincoteague Island 23336 as last line of address.
New	51-1794	23336	VA	Chincoteague Island	Accomack	Main Office	Post Office	7/01/1998	

—Address Management, Operations Support, 4-9-98



# National Clean Your Files Day

The Week of Earth Day, April 22, 1998

Help America celebrate Clean Your Files Day, a day set aside to remind us of the benefits of recycling and to encourage employees all across the nation to purge their files and recycle unwanted paper.

Use the Postmaster Kit in the March 26 issue of the *Postal Bulletin* to help organize events for the day at your post office.

The Postal Service is committed to preserving and protecting the national environment, and you can do your part by encouraging employees and the people in your community to clean their files and recycle.

Let's all join together to help protect and preserve the environment by celebrating Clean Your Files Day.

—Corporate Relations, 4-9-98

**PLEASE POST ON ALL BULLETIN BOARDS**

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2. Counterfeited Canadian Money Order Forms
3. Invalid Express Mail Corporate Account Numbers
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( )

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