

postal|bulletin

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STAY ALERT

**SCHOOL'S IN
SESSION**

See page 3

25 | Identifying and Processing Franked Mail
47 | Reporting Online Threats



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USPS National Emergency Hotline
Is your facility operating? Call 888-363-7462



Cover Story

Stay Alert! School's in Session

During the month of August, many children will begin a new school year. They'll be walking to and from school — and waiting for, entering, and exiting school buses. This means there will be many more pedestrians on sidewalks and on the roads.

The United States Postal Service® makes every effort to promote safe neighborhoods for all Americans. We encourage all of our drivers to use safe driving practices to avoid accidents involving pedestrians.

Here are some tips to reduce the likelihood of an accident:

- Obey the speed limits.
- Stop for a school bus that has red flashing lights and an extended stop arm.

- Watch for children playing near bus stops. They may dart into the street without looking.
- Watch for children walking (especially where there are no sidewalks) or biking to school.
- When driving in neighborhoods and school zones, watch for young people who are in a hurry to get to school and may not cross the street safely.

It only takes one second for an accident to occur.

Be alert and be aware of your surroundings to keep our kids safe!

— *Safety and Health,
Employee Resource Management, 8-23-12*

Policies, Procedures, and Forms Updates

Manuals

ASM Revision: Post Office Organization

Effective August 23, 2012, the *Administrative Support Manual* is revised to include provisions on Remotely Managed Post Offices™ (RMPOs) and Part-time Post Offices (PTPOs). These revisions implement changes to the hours of service and staffing of retail units previously classified as EAS Level 16 or below Post Offices.

Administrative Support Manual (ASM)

	*	*	*	*	*
1	Postal Organization				
	*	*	*	*	*
12	Post Office Functions				
	*	*	*	*	*
122	Hours of Duty				
122.1	Full-Time Offices				

[Revise 122.1 as follows:]

Postmasters and officers-in-charge (OIC) of full-time offices (EAS-18 and above) are scheduled to work a 40-hour workweek. A typical schedule is set at 8 hours, 5 days a week, Monday through Friday. An OIC or other designee may be scheduled to relieve a postmaster or OIC and to provide service as necessary during hours of the service week when the postmaster is not available.

[Revise the title and text of 122.2 as follows:]

122.2 Administrative Post Offices

Postmasters of Administrative Post Offices are scheduled to work a 40-hour workweek. A typical schedule is set at 8 hours, 5 days a week, Monday through Friday. An Administrative Post Office is a Post Office that has administrative control or responsibility over a contractor-operated retail facility, classified station or branch, or a Post Office. An OIC or other designee may be scheduled to relieve a postmaster or OIC and to provide service as necessary during the service week.

[Revise the title and text of 122.3 as follows:]

122.3 Remotely Managed Post Offices

Employees of Remotely Managed Post Offices (RMPOs) work up to a 6-day service week, Monday through Saturday. An RMPO offers part-time window service hours, is staffed by a Postal Service employee, and is managed by a postmaster domiciled at the Administrative Post Office. Daily total hours of service at RMPOs are determined by the earned workload of the RMPO. Saturday retail window service hours offered at an RMPO are based on the postal needs of a particular community (see Handbook PO-209, and the *Postal Operations Manual* 126.4) as follows:

Level 2 2 hours per day

Level 4 4 hours per day

Level 6 6 hours per day

[Add new section 122.4 as follows:]

122.4 Part-Time Post Offices

Employees of Part-Time Post Offices (PTPOs) work up to a 6-day service week, Monday through Saturday. A PTPO offers part-time window service hours, is staffed by a Postal Service employee, and reports to a district office. A PTPO offers 6 hours of retail window service daily on Monday through Friday. Saturday retail window service hours offered at a PTPO are based on the postal needs of a particular community (see also Handbook PO-209 and POM 126.4).

* * * * *

We will incorporate this revision into the next printed version of the ASM and also into the next online version available on the Postal Service PolicyNet website:

- Go to <http://blue.usps.gov>.
- Under “Essential Links” in the left-hand column, click *PolicyNet*.
- Click *Manuals*.

(The direct URL for the Postal Service PolicyNet website is <http://blue.usps.gov/cpim>.)

— Retail Operations,
Delivery and Post Office Operations, 8-23-12

DMM Revision: Mailing of Cremated Remains

Effective September 4, 2012, the Postal Service™ will revise *Mailing Standards of the United States*, Domestic Mail Manual (DMM®) to add new section 601.12.9.3 that will align with existing requirements relating to the mailing of cremated remains provided in other postal publications.

This revision is being made to provide an additional reference for customers and retail postal employees who are seeking instruction for the mailing of cremated remains. In the past, these mailing standards were provided in section 452.2 of Publication 52, *Hazardous, Restricted and Perishable Mail*. With this change the mailing standards for cremated remains will be provided in both publications.

Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM)

	*	*	*	*	*
600	Basic Standards for All Mailing Services				
601	Mailability				
	*	*	*	*	*

12.0 Other Restricted and Nonmailable Matter

* * * * *

12.9 Liquids and Powders

* * * * *

[Add a new 12.9.3 as follows:]

12.9.3 Cremated Remains

Human ashes (cremated remains) are permitted to be mailed provided they are in a strong and durable container and packaged as required in 9.2. The identity of the contents should be marked on the address side. Mailpieces sent to domestic addresses must be sent via Express Mail® or Registered Mail® service.

* * * * *

We will incorporate these revisions into the next monthly update of the online DMM available via Postal Explorer® at <http://pe.usps.com>.

— Product Classification,
Pricing, 8-23-12

DMM Revision: Clarification of Destination Sectional Center Facility Eligibility

Effective September 4, 2012, the Postal Service™ will revise the *Mailing Standards of the United States Postal Service*, Domestic Mail Manual (DMM®) 246.4.0 to clarify that Standard Mail® letters in area distribution center (ADC) trays, or automation area distribution center (AADC) trays may be eligible for Destination Sectional Center Facility (DSCF) entry prices when the ADC or AADC service area is exactly the same as the corresponding DSCF. We will make a similar clarification for Standard Mail flats and Bound Printed Matter flats in DMM 346.4.0 and 366.5.0. As a current example, an AADC tray for Westchester, New York, contains mail for ZIP Code™ ranges 105–109, and the SCF service area for Westchester, New York, is also 105–109. Therefore, a tray properly prepared and labeled to AADC Westchester, New York, 105 may contain only mail within the SCF Westchester, New York, service area, and the pieces in that AADC tray would be eligible for DSCF prices when all other conditions for DSCF entry are met. This clarification adds a sentence to the current standards to note that AADC or ADC trays and sacks are *within* the DSCF service area when the service areas are the same for the AADC/ADC as for the DSCF.

Some DSCF drop shipments are redirected to facilities other than the SCF as designated by the USPS®, when mailers make appointments via the Facility Access and Shipment Tracking (FAST®) system. We will revise the

wording in various “enter and deposit” sections of the DMM regarding DSCF eligibility to clarify that the eligible pieces in a DSCF entry drop shipment must be addressed for delivery within the DSCF service area and not necessarily within the normal service area of the processing facility to which the drop shipment may be redirected.

The Postal Service is also clarifying the conditions under which mailers may claim DSCF entry prices when depositing containers of flats, labeled to a FSS sort plan, at the appropriate FSS processing facility.

Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM)

	*	*	*	*	*
200	Commercial Letters and Cards				
	*	*	*	*	*
240	Standard Mail				
	*	*	*	*	*
246	Enter and Deposit				
	*	*	*	*	*

4.0 Destination Sectional Center Facility (DSCF) Entry

4.2 Eligibility

Pieces in a mailing that meet the standards in 2.0 and 4.0 are eligible for DSCF prices under either 4.2a or 4.2b below:

[Revise the introductory text of item a as follows:]

- a. When deposited at a DSCF or USPS-designated facility, addressed for delivery within the DSCF's service area, and:

* * * *

[Revise item 4.2a2 as follows:]

2. Placed in a tray labeled to a destination within the DSCF's service area. This includes trays labeled to an ADC or an AADC facility with the exact same service area as the DSCF.

* * * *

300 Commercial Flats

* * * *

340 Standard Mail

* * * *

346 Enter and Deposit

* * * *

4.0 Destination Sectional Center Facility (DSCF) Entry

* * * *

4.2 Eligibility

Pieces in a mailing that meets the standards in 2.0 and 4.0 are eligible for the DSCF price, as follows:

[Revise the text of item 4.2a as follows:]

- a. When deposited at a DSCF or USPS-designated facility, addressed for delivery within the DSCF's service area, and placed in a sack or on a pallet labeled to the DSCF or to a destination within its service area. This includes sacks labeled to an ADC facility with the exact same service area as the DSCF.

* * * *

[Add new item 4.2c as follows:]

- c. When deposited at a USPS-designated FSS processing facility and placed in a sack, or on a pallet, labeled to a FSS sort plan processed by that facility.

* * * *

360 Bound Printed Matter

* * * *

366 Enter and Deposit

* * * *

5.0 Destination Sectional Center Facility (DSCF) Entry

5.1 Eligibility

[Revise the introductory text of 5.1 as follows:]

Bound Printed Matter flats in a mailing meeting the standards in 3.0 are eligible for the DSCF price when they meet all of the following additional conditions:

* * * *

[Revise item 5.1b as follows:]

- b. Are deposited at a DSCF listed in L005 or a USPS-designated facility, and are addressed for delivery within the DSCF's service area.

[Delete current item 5.1c in its entirety.]

[Redesignate current item 5.1d as new item 5.1c and revise as follows:]

- c. Are placed in a sack or on a pallet that is labeled to the DSCF or labeled to a destination within its service area. This includes sacks labeled to an ADC facility with the exact same service area as the DSCF.

[Add a new 5.1d as follows:]

- d. Are deposited at a USPS-designated FSS processing facility and placed in a sack, or on a pallet, labeled to a FSS sort plan processed by that facility.

* * * *

[Delete Exhibit 5.1, NDC Deposit of DSCF Price Pallets, in its entirety.]

* * * *

400 Commercial Parcels

* * * *

440 Standard Mail

* * * *

446 Enter and Deposit

* * * *

4.0 Destination Sectional Center Facility (DSCF) Entry

* * * *

4.2 Eligibility

Pieces in a mailing that meets the standards in 2.0 and 4.0 are eligible for the DSCF price, as follows:

[Revise item 4.2a as follows:]

- a. When deposited at a DSCF or USPS-designated facility, addressed for delivery within the DSCF's service area, and placed in a sack or on a pallet that is labeled to the DSCF or to a destination within its service area.

* * * * *

450 Parcel Select

453 Prices and Eligibility

* * * * *

3.0 Price Eligibility for Parcel Select, Parcel Select Regional Ground, and Parcel Select Lightweight

[Revise introductory text of 3.1.1 as follows:]

3.1 Destination Entry Price Eligibility

3.1.1 Definition

Parcel Select destination entry prices apply to parcels in Parcel Select mailings prepared as specified in 705.8.0 and 455.4.0, and addressed for delivery within the service area of a destination network distribution center, sectional center facility, or delivery unit. For this standard, the following destination facility definitions apply:

* * * * *

[Revise item 3.1.1b as follows:]

- b. A destination sectional center facility (DSCF) includes all facilities in L005. Mailers may be redirected to deposit DSCF mail at another USPS-designated facility. See 3.1.4 for more information.

* * * * *

3.1.4 DSCF and DDU Prices

For DSCF and DDU prices, pieces must meet the applicable standards in 3.0 and the following criteria:

[Revise the text of item 3.1.4a as follows:]

- a. For DSCF prices, be part of a Parcel Select destination entry mailing of parcels deposited at an SCF in L005 or a USPS-designated facility. Mailers must not prepare mail on pallets or pallet boxes if the 5-digit delivery facility is unable to handle pallets. See 455.4.2 and 455.8.0 for preparation requirements.

* * * * *

455 Mail Preparation

* * * * *

4.0 Preparing Destination Entry Parcel Select

* * * * *

4.2 Preparing Destination SCF (DSCF) Parcel Select

4.2.1 Definition

[Revise the text of 4.2.1 as follows:]

A destination sectional center facility (DSCF) includes all facilities in L005. Mailers may be redirected to deposit DSCF mail at another USPS-designated facility.

* * * * *

460 Bound Printed Matter

* * * * *

466 Enter and Deposit

* * * * *

5.0 Destination Sectional Center Facility (DSCF) Entry

5.1 Eligibility

[Revise the introductory text of 5.1 as follows:]

Pieces addressed for delivery within the service area of a DSCF and in a mailing meeting the standards in 3.0 and 5.0 are eligible for the DSCF price when they meet all of the following conditions:

* * * * *

[Revise item 5.1b as follows:]

- b. Are deposited at the DSCF (in L005) or a USPS-designated facility.

* * * * *

707 Periodicals

* * * * *

29.0 Destination Entry

* * * * *

29.4 Destination Sectional Center Facility

* * * * *

29.4.2 Price Eligibility

Determine price eligibility as follows:

[Revise the introductory text of item 29.4.2a as follows:]

- a. Pound Prices. Outside-County pieces are eligible for DSCF pound prices when placed on an SCF or more finely presorted container, deposited at the DSCF or USPS-designated facility (see also 4.2b), and addressed for delivery within the DSCF's service area. Nonletter-size pieces are also eligible when the mailer deposits 5-digit bundles at the destination delivery unit (DDU) (the facility where the carrier cases mail for

delivery to the addresses on the pieces) and the 5-digit bundles are in or on the following types of containers:

* * * * *

[Add a new last sentence to 4.2b as follows:]

- b. ***Mailers also may claim a DSCF container price for a FSS sort plan container deposited at the USPS-

designated FSS processing facility responsible for the processing of that container.

* * * * *

We will incorporate these revisions into the next monthly update of the online DMM available via Postal Explorer® at <http://pe.usps.com>.

— Product Classification,
Pricing, 8-23-12

DMM Revision: New Pallet and Tray Preparation Options for First-Class Mail and Standard Mail

Effective September 4, 2012, the Postal Service™ will revise *Mailing Standards of the United States Postal Service*, Domestic Mail Manual (DMM®) 235.0, 245.0, 335.0, 345.0, 705.0, and 708.6 to provide new options for the preparation of pallets, trays, and sacks of First-Class Mail® or Standard Mail®.

The Postal Service has begun the process of aligning its mail processing and networks capacity to the workloads forecasted over the next several years and is reviewing the processes and requirements related to the preparation and entry of mail from commercial mailers. Working in conjunction with members of the commercial mailing industry, the Postal Service has identified a number of areas where the potential for greater efficiencies, for both mailers and the Postal Service, may result from changes to mail preparation standards.

Within the next several months, to allow for review and comment from the mailing industry, the Postal Service plans to present proposed standards changes that will require new or different mail preparation requirements in the context of a consolidated *Federal Register* notice. At the request of, and with collaborative agreement from, members of the mailing industry, the Postal Service will initially introduce some of these changes as optional preparation standards.

This revision provides some of these optional preparation standards by allowing mailers to place trays or sacks of residual single-piece First-Class Mail letters and flats on the origin sectional center facility (SCF) pallet and to place trays or sacks of residual Standard Mail letters and flats, paid at the single-piece First-Class Mail prices, on the mixed network distribution center (NDC) pallet. The Postal Service is also providing an additional human-readable text option to several existing content identifier number (CIN) codes to accommodate use with single-piece mailpieces and is providing an option for mailers, approved to combine First-Class Mail or Standard Mail with different payment methods in a single mailing, to place trays of single-

piece mailpieces on a specified pallet after USPS verification is completed.

These new changes will be reflected in the September 4, 2012, online DMM update, but mailers are encouraged to begin preparing their mailings in accordance with these new standards immediately.

Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM)

* * * * *

200 Commercial Letters

* * * * *

230 First-Class Mail

* * * * *

235 Mail Preparation

* * * * *

5.0 Preparing Nonautomation Letters

5.1 Basic Standards

* * * * *

5.1.2 Single-Piece Price Pieces Presented With Presort Mailings

***The following standards apply:

[Revise the introductory paragraph of 5.1.2a as follows:]

- a. The mailer must prepare the single-piece price pieces in separate trays from the automation and presort pieces. Mailers may label the trays under 708.6.0 using the CIN code 260 for use with trays of single-piece letters. Label trays as follows:

* * * * *

[Revise 2.a2 as follows:]

2. Line 2: For barcoded labels use the human-readable content line corresponding to the content identifier number (see Exhibit 708.6.2.4); for non-barcoded labels use “FCM SNGLP LTRS WKG.”

* * * * *

240 Standard Mail

* * * * *

245 Mail Preparation

* * * * *

5.0 Preparing Nonautomation Letters

* * * * *

[Add a new 5.5 as follows:]

5.5 Residual Pieces

Mailers may present residual pieces that do not qualify for Standard Mail prices, paying the First-Class Mail prices under 244.5.0, prepared as Standard Mail. Prepare residual pieces in separate trays from the automation and presort pieces. Mailers may label the trays under 708.6.0 using the CIN code 560 for use with residual trays. Label trays as follows:

- Line 1: Use L011, Column B.
- Line 2: For barcoded labels use the human-readable content line corresponding to the content identifier number 560 (see Exhibit 708.6.2.4); for nonbarcoded labels use “STD LTRS WKG.”
- Line 3: Office of mailing or mailer information.

* * * * *

300 Commercial Flats

* * * * *

330 First-Class Mail

* * * * *

335 Mail Preparation

* * * * *

5.0 Preparation of Nonautomation Flats

* * * * *

5.2 Single-Piece Price Pieces Presented With Presort Mailings

[Format the current text of 5.2 as the new introductory paragraph, add two new last sentences, and add new items 5.2a through 5.2c as follows:]

***Mailers may label the trays under 708.6.0 using the CIN code 282 for use with single-piece trays. Label trays as follows:

- Line 1: Use L201; for mail originating in ZIP Code areas in Column A, use “MXD” followed by city, state, and 3-digit ZIP Code prefix in Column C (use “MXD” instead of “OMX” in the destination line and ignore Column B).
- Line 2: For barcoded labels use the human-readable content line corresponding to content identifier number 282 (see Exhibit 708.6.2.4); for nonbarcoded labels use “FCM SNGLP FLTS WKG.”
- Line 3: Office of mailing or mailer information.

* * * * *

340 Standard Mail

* * * * *

345 Mail Preparation

* * * * *

5.0 Preparing Nonautomation Flats

* * * * *

[Add a new 5.10 as follows:]

5.10 Residual Pieces

Mailers may present residual pieces that do not qualify for Standard Mail prices, paying the First-Class Mail prices under 344.5.0, prepared as Standard Mail. Bundle and sack residual pieces separate from the automation and presort pieces. Mailers may label sacks under 708.6.0 using the CIN code 582 for use with residual sacks. Label sacks as follows:

- Line 1: Use L009, Column B.
- Line 2: For barcoded labels use the human-readable content line corresponding to the content identifier number 582 (see Exhibit 708.6.2.4); for nonbarcoded labels use “STD FLTS WKG.”
- Line 3: Office of mailing or mailer information.

* * * * *

700 Special Standards

* * * * *

705 Advanced Preparation and Special Postage Payment Systems

* * * * *

5.0 First-Class Mail or Standard Mail Mailings With Different Payment Methods

* * * * *

5.2 Postage

* * * *

*[Add a new 5.2.6 as follows:]***5.2.6 Single-Piece Price Mail**

With USPS approval, trays of single-piece price mail may be placed on the origin SCF pallet (First-Class Mail), or the mixed NDC pallet (Standard Mail), after USPS verification is completed.

* * * *

8.0 Preparing Pallets

* * * *

8.10 Pallet Presort and Labeling**8.10.1 First-Class Mail—Letter or Flat Trays**

***Preparation, sequence, and labeling:

* * * *

[Revise the second sentence of the introductory paragraph of 10.1b as follows:]

- b. ***Mailers may place AADC or ADC trays on origin SCF pallets when the tray's "label to" 3-digit ZIP Code (from L801 for AADC trays and L004 for ADC trays) is within the origin SCF's service area; and may place trays containing pieces paid at the single-piece price on origin SCF pallets (unless required to be presented separately by special postage payment authorization or CSA).***

* * * *

[Revise 10.1b2 as follows:]

2. Line 2: "FCM LTRS" or "FCM FLTS," followed by "WKG" (recommended), or "SCF."

* * * *

8.10.3 Standard Mail or Parcel Select Lightweight—Bundles, Sacks, or Trays

* * * *

[Revise the introductory paragraph of 10.3h as follows:]

- h. *Mixed NDC, optional*, permitted for sacks and trays only. Pallet may contain carrier route, automation, and/or Presorted mail. Mailers may place trays containing pieces paid at the single-piece price on the mixed NDC pallet (unless required to be presented separately by special postage payment authorization). Labeling:

* * * *

708 Technical Specifications

* * * *

6.0 Standards for Barcoded Tray Labels, Sack Labels, and Container Placards

* * * *

6.2 Specifications for Barcoded Tray and Sack Labels

* * * *

6.2.4 3-Digit Content Identifier Numbers

* * * *

Exhibit 6.2.4 3-Digit Content Identifier Numbers

CLASS AND MAILING	CIN	HUMAN-READABLE CONTENT LINE
*	*	*

FIRST-CLASS MAIL

* * * *

[Add a new FCM Letters subcategory following the items under the FCM Letters — Presorted Nonmachinable subcategory and before the FCM Flats — Automation subcategory as follows:]

FCM Letters — Single-Piece

* * * *

single-piece trays	260	FCM SNGLP LTRS WKG
--------------------	-----	--------------------

* * * *

[Add a new FCM Flats subcategory following the items under the FCM Flats — Cotrayed Automation and Presorted subcategory and before the FC Parcels — Presorted as follows:]

FCM Flats — Single-Piece

* * * *

single-piece trays	282	FCM SNGLP FLTS WKG
--------------------	-----	--------------------

* * * *

STANDARD MAIL

* * * *

[Add a new STD Letters subcategory following the items under the STD Letters — Presorted Nonmachinable and before the Enhanced Carrier Route Flats — Nonautomation subcategory as follows:]

STD Letters — Residual Pieces Subject to FCM Single-Piece Prices

* * * *

residual trays	560	STD LTRS WKG
----------------	-----	--------------

* * * *

[Add a new STD Flats subcategory following the items under the STD Flats — Nonautomation and before the Customized MarketMail (CMM) subcategory as follows:]

STD Flats — Residual Pieces Subject to FCM Single-Piece Prices				
*	*	*	*	*
residual sacks	582		STD FLTS WKG	
*	*	*	*	*

We will incorporate these revisions into the next monthly update of the online DMM, which is available via Postal Explorer® at <http://pe.usps.com>.

— Product Classification,
Pricing, 8-23-12

ELM Revision: Staffing Remotely Managed Post Offices and Part-Time Post Offices

Effective August 23, 2012, the *Employee and Labor Relations Manual* (ELM) is revised to include provisions on staffing Remotely Managed Post Offices™ (RMPOs) and Part-Time Post Offices (PTPOs). These revisions implement changes to retail units previously classified as EAS Level 16 or below Post Offices.

Employee and Labor Relations Manual (ELM)

	*	*	*	*	*
3	Employment and Placement				
	*	*	*	*	*
350	Assignment, Reassignment, and Promotion				
	*	*	*	*	*
354	Assignment of Unassigned Employees				
	*	*	*	*	*
354.3	Actions for Nonbargaining Employees in Connection With the Discontinuance, Consolidation, and Restaffing of Post Offices				

[Revise 354.3 to read as follows:]

354.31 Background

Statutory and regulatory requirements mandate consideration of the effects of closing or consolidating a Post Office on Postal Service employees in that office, and making a public record and analysis concerning the effects on these employees.

354.32 Definition of Terms

District manager refers to the manager who is proposing the discontinuance or restaffing of a Post Office within his or her district.

Discontinuance of a Post Office includes the consolidation of the Post Office (i.e., the replacement of a Post Office with a Community Post Office) or the discontinuance of a Post Office without establishing another facility to replace it.

Restaffing of a Post Office occurs when the staffing of a Post Office with currently assigned career nonbargaining

employees is changed following a change to its competitive area.

354.33 Planning Considerations

The dual objectives of minimizing the impact on individual employees and maximizing the economies to be affected by consolidating, discontinuing, or restaffing Post Offices can best be achieved through careful planning and judicious placement of impacted employees. Management keeps employees informed at each step of the process and identifies positions appropriate for reassignment and for which employees are willing to accept reassignment voluntarily.

354.34 Postmaster and Supervisors

354.341 Postmasters

When the district manager proposes to recommend the discontinuance or restaffing of a Post Office where there is an incumbent postmaster, each of the following alternatives, as applicable and appropriate, are discussed with the incumbent postmaster, and the district manager prepares a memorandum stating which alternative is recommended: The alternatives listed below are available. In considering them, and determining whether an employee can perform the essential functions of an alternative position, it may be necessary to consider the requirements of Handbook EL-307, *Reasonable Accommodation, An Interactive Process*, depending upon the circumstances in each case.

- a. *Reassignment to Another Postmaster Vacancy.* The district manager may recommend that the established procedures for the selection of postmasters be waived and that the postmaster be reassigned to an existing postmaster vacancy located within the same district. The district manager includes in the memorandum a statement that the postmaster meets the requirements and qualifications of the vacant postmaster position to which reassignment is recommended and can satisfactorily perform the duties of that position. A signed statement from the postmaster that the reassignment recommended by the dis-

strict manager, if approved, will be accepted, must also be obtained for the record.

- b. *Unavailable Postmaster Vacancy.* In the event there is no postmaster vacancy to which an affected postmaster may be reassigned, the district manager notifies the postmaster in writing. If the affected postmaster accepts a non-postmaster assignment, that postmaster retains the right, for 104 weeks from the date of reassignment, to be offered a vacant postmaster position located within the district at his or her former level, when one occurs. Declination of an offer in writing, voluntary acceptance of a lower-level postmaster position, or promotion to a higher-level postmaster position terminates the right to be offered a postmaster vacancy at the postmaster's former level.
- c. *Reassignment to a Supervisory Vacancy.* If there are no postmaster vacancies available for possible reassignment, or if it is determined and documented that the postmaster does not meet the requirements and qualifications of the vacant postmaster positions available and cannot satisfactorily perform the duties, the district manager may recommend that the postmaster be reassigned to an existing supervisory vacancy within the district. The vacancy can be a station or branch manager position. The district manager documents that the postmaster meets the requirements and qualifications of the vacant supervisory position to which reassignment is recommended and can satisfactorily perform the duties of that position; and includes a signed statement from the postmaster that the reassignment recommended by the district manager, if approved, will be accepted.
- d. *Reassignment to Another Position in the Postal Service.*
 - (1) If there are no postmaster or supervisory vacancies within the district to which the postmaster can be reassigned, because (a) either the vacancies do not exist; or (b) it is determined and documented that the postmaster does not meet the requirements and qualifications of the positions that are available for possible reassignment and cannot satisfactorily perform the duties of those positions, the district manager recommends that the postmaster be reassigned to another position in the Postal Service.
 - (2) As appropriate, postmasters at noncity delivery offices may be offered available full- or part-time clerk or carrier positions or other available craft positions for which qualified. In all such cases, the individual's seniority is established in accordance with the applicable provisions of the National Agreement.

- (3) In recommending reassignment to another position in the Postal Service, every effort is made to recommend a position for which the annual pay that the postmaster can expect to receive is as nearly equal as possible to the pay received during the last year as a postmaster.

- (4) A signed statement from the postmaster that the reassignment recommended by the district manager, if approved, will be accepted, must be obtained for the record.

e. *Voluntary Retirement.*

- (1) Eligibility for voluntary retirement is established if, by the expected date of discontinuance or restaffing of the Post Office, the supervisor has been employed under the Civil Service Retirement System for at least 1 year within the 2-year period preceding the discontinuance or restaffing, and:
 - (a) Has at least 30 years of creditable service and is at least 55 years of age.
 - (b) Has at least 20 years of creditable service and is at least 60 years of age.
 - (c) Has at least 5 years of creditable service and is at least 62 years of age.
- (2) If the postmaster is employed under the Federal Employees Retirement System, one of the following conditions must be met:
 - (a) Has at least 30 years of creditable service and is at least the minimum retirement age (MRA) (see 583.14).
 - (b) Has at least 10 but less than 30 years of creditable service and is at least the MRA. This is a reduced annuity retirement at the rate of 5/12 of 1 percent for each month (5 percent for each year) the employee is under age 62.
 - (c) Has at least 20 years of creditable service and is at least 60 years of age.
 - (d) Has at least 5 years of creditable service and is at least 62 years of age.
- (3) The district manager advises the postmaster of the eligibility for voluntary retirement. Under no circumstances may the district manager attempt to coerce the postmaster into taking voluntary retirement in lieu of reassignment to a postmaster, supervisory, or any other position in the Postal Service. The decision to take voluntary retirement in lieu of reassignment must be made by the postmaster, and this alternative may not be recommended by the district manager, unless the supervisor has chosen it.

f. *Discontinued Service Annuity.*

- (1) Eligibility for a discontinued service annuity is established if, by the recommended date of discontinuance or restaffing of the Post Office, the postmaster has been employed under the Civil Service Retirement System for at least 1 year within the 2-year period preceding the discontinuance or restaffing (see 563.21); and
 - (a) Has at least 25 years of creditable service regardless of age.
 - (b) Has at least 20 years of creditable service and is at least 50 years of age and the employee does not decline a "reasonable offer" of another position.
 - (2) If the employee is impacted by the discontinuance or restaffing and refuses a reasonable offer of another position, he or she will not qualify for a discontinued service annuity (DSR) annuity. For DSR annuity purposes, a job offer is considered reasonable if the following requirements are met:
 - (a) The offer is made in writing.
 - (b) The employee meets the qualifications for the position being offered.
 - (c) The position offered is:
 - (i) Within the employee's local commuting area, unless geographic mobility is a condition of the employee's employment;.
 - (ii) Another career position;
 - (iii) With the same work schedule, that is, part-time or full-time;
 - (iv) Not more than the equivalent of two grade or pay levels below the employee's current grade or pay level; and
 - (v) Within the employee's agency.
 - (3) Other requirements:
 - (a) The employee's creditable service must include at least 5 years of civilian service.
 - (b) The employee must separate from a position subject to CSRS coverage.
 - (c) The employee must be covered by CSRS for at least 1 year within the 2-year period immediately preceding the separation on which the annuity is based.
 - (d) The employee's accrued and unused annual leave or donated leave may be used to meet either the age or service requirement to qualify for a discontinued service retirement.
 - (e) The employee may request to be placed on approved annual leave beyond the effective date of the involuntary separation notice so that the employee may use enough leave to satisfy the age or service requirement.
 - (f) The employee's remaining annual leave balance, if any, will be paid in a terminal leave payment.
 - (g) The employee may not use sick leave to meet minimum age and service requirements.
- (4) The district manager advises the postmaster of the eligibility for a discontinued service annuity and of the fact that under present law this type of annuity requires a reduction of 1/6 of 1 percent for each full month (2 percent a year), if any, the employee is under 55 years of age at the time of retirement.
 - (5) If the postmaster is under the Federal Employees Retirement System, the same age, service, and reasonable offer requirements must be met, but there is no reduction for being under age 55 (see 583.21).
 - (6) If a FERS employee has a CSRS annuity component, the CSRS portion of the annuity is reduced by 1/6 of 1 percent for each full month (2 percent a year), if any, he or she is under age 55.
 - (7) Under no circumstances may the district manager attempt to coerce the postmaster into accepting a discontinued service annuity in lieu of reassignment to a postmaster, supervisory, or any other position in the Postal Service. The decision to accept a discontinued service annuity in lieu of reassignment must be made by the supervisor, and the district manager may not recommend this alternative, unless the supervisor has chosen it.

354.342 Supervisors

When the district manager proposes to recommend the discontinuance or restaffing of a Post Office at which a supervisor is stationed and whose position would be abolished, and the district manager prepares a memorandum for the record stating which alternative is recommended, the alternatives listed below are available. In considering them, and determining whether an employee can perform the essential functions of an alternative position, it may be necessary to consider the requirements of Handbook EL-307, *Reasonable Accommodation, An Interactive Process*, depending upon the circumstances in each case.

- a. *Reassignment to a Postmaster Vacancy.* The district manager may recommend that the established procedures for the selection of postmasters be waived, and that the supervisor be reassigned to an existing postmaster vacancy. The district manager includes (1) a statement that the supervisor meets the require-

ments and qualifications of the vacant postmaster position to which reassignment is recommended and can satisfactorily perform the duties of that position; and (2) endorses a signed statement from the supervisor that the reassignment as recommended by the district manager, if approved, will be accepted.

- b. *Reassignment to a Supervisory Vacancy.* The district manager may recommend that the supervisor be reassigned to an existing supervisory vacancy, including that of a station or branch established as a result of a consolidation. The district manager includes (1) a statement that the supervisor meets the requirements and qualifications of the vacant supervisory position to which reassignment is recommended and can satisfactorily perform the duties of that position; and (2) endorses a signed statement from the supervisor that the reassignment as recommended by the district manager, if approved, will be accepted.

- c. *Reassignment to Another Position in the Postal Service.*

- (1) If there are no postmaster or supervisory vacancies to which the supervisor can be reassigned, either because: (a) the vacancies do not exist; or (b) it is determined and documented that the supervisor does not meet the requirements and qualifications of the positions that are available and cannot satisfactorily perform those duties, the district manager recommends that the supervisor be reassigned to another position in the Postal Service.
- (2) Supervisors may be offered available full- or part-time clerk, carrier, or other craft positions for which they are qualified. In all such cases, the individual's seniority is established in accordance with the applicable provisions of the National Agreement.
- (3) A signed statement from the supervisor that the reassignment to another position in the Postal Service as recommended by the district manager, if approved, will be accepted, must be obtained for the record.

- d. *Voluntary Retirement.*

- (1) Eligibility for voluntary retirement is established if, by the expected date of discontinuance or restaffing of the Post Office, the supervisor has been employed under the Civil Service Retirement System for at least 1 year within the 2-year period preceding the discontinuance or restaffing; and
 - (a) Has at least 30 years of creditable service and is at least 55 years of age.
 - (b) Has at least 20 years of creditable service and is at least 60 years of age.

- (c) Has at least 5 years of creditable service and is at least 62 years of age.

- (2) If the supervisor is under the Federal Employees Retirement System, one of the following conditions must be met:

- (a) Has at least 30 years of creditable service and is at least the MRA (see 583.14).
- (b) Has at least 10 but less than 30 years of creditable service and is at least the MRA. This is a reduced annuity retirement at the rate of 5/12 of 1 percent for each month (5 percent a year) the employee is under age 62.
- (c) Has at least 20 years of creditable service and is at least 60 years of age.
- (d) Has at least 5 years of creditable service and is at least 62 years of age.

- (3) The district manager advises the supervisor of the eligibility for voluntary retirement. Under no circumstances may the district manager attempt to coerce the supervisor into taking voluntary retirement in lieu of reassignment to a postmaster, supervisory, or any other position in the Postal Service. The decision to take voluntary retirement in lieu of reassignment must be made by the supervisor, and this alternative may not be recommended by the district manager, unless the supervisor has chosen it.

- e. *Discontinued Service Annuity.*

- (1) Eligibility for a discontinued service annuity is established if, by the recommended date of discontinuance or restaffing of the Post Office, the supervisor has been employed under the Federal Employees Retirement System; and
 - (a) Has at least 25 years of creditable service regardless of age; or
 - (b) Has at least 20 years of creditable service and is at least 50 years of age and does not decline a "reasonable offer" of another position.
- (2) There is no 1-out-of-2 requirement under FERS as there is under CSRS. Thus, an employee does not have to be under FERS for 1 year to be eligible to retire preceding the discontinuance or restaffing (see 583.21).
- (3) If the employee is impacted by the discontinuance or restaffing and refuses a reasonable offer of another position, he or she will not qualify for a DSR annuity. For DSR annuity purposes, a job offer is considered reasonable if the following requirements are met:
 - (a) The offer is made in writing.

- (b) The employee meets the qualifications for the position being offered.
- (c) The position offered is:
 - (i) Within the employee's local commuting area, unless geographic mobility is a condition of the employee's employment;
 - (ii) Another career position;
 - (iii) With the same work schedule, that is, part-time or full-time;
 - (iv) Not more than the equivalent of two grade or pay levels below the employee's current grade or pay level; and
 - (v) Within the employee's agency.
- (4) Other requirements:
 - (a) The employee's creditable service must include at least 5 years of civilian service.
 - (b) The employee must separate from a position subject to CSRS coverage.
 - (c) The employee must be covered by CSRS for at least 1 year within the 2-year period immediately preceding the separation on which the annuity is based.
 - (d) The employee's accrued and unused annual leave or donated leave may be used to meet either the age or service requirement to qualify for a discontinued service retirement.
 - (e) The employee may request to be placed on approved annual leave beyond the effective date of the involuntary separation notice so that the employee may use enough leave to satisfy the age or service requirement.
 - (f) The employee's remaining annual leave balance, if any, will be paid in a terminal leave payment.
 - (g) The employee may not use sick leave to meet minimum age and service requirements.
- (5) The district manager advises the supervisor of the eligibility for a discontinued service annuity and that under present law this type of annuity requires a reduction of 1/6 of 1 percent for each full month (2 percent a year), if any, the employee is under 55 years of age at the time of retirement.
- (6) If the supervisor is under the Federal Employees Retirement System, the same age, service, and reasonable offer requirements must be met, but there is no reduction for being under age 55 (see 583.21).
- (7) If a FERS employee has a CSRS annuity component, the CSRS portion of the annuity is reduced

by 1/6 of 1 percent for each full month (2 percent a year), if any, he or she is under age 55.

- (8) Under no circumstances may the district manager attempt to coerce the supervisor into accepting a discontinued service annuity in lieu of reassignment to a postmaster, supervisory, or any other position in the Postal Service. The decision to accept a discontinued service annuity in lieu of reassignment must be made by the supervisor, and the district manager may not recommend this alternative, unless the supervisor has chosen it.

354.343 Reassignment to a Higher-Grade Position

In situations where the proposed reassignment would be to a higher-grade position, and a promotion procedure is prescribed by regulation, that promotion procedure must be followed.

354.344 Salary Protection

See 415.12 for information on salary protection.

354.345 Relocation Expenses

Any postmaster or supervisor who is reassigned as a result of the discontinuance or restaffing of the Post Office where employed is entitled to reimbursement of approved relocation expenses consistent with Handbook F-15, *Travel and Relocation*.

354.346 Discussions With Postmasters and Supervisors

When possible, the district manager must discuss with the affected postmasters and supervisors the alternatives available to them due to the discontinuance or restaffing of their Post Office of employment. If this is not possible, the district manager will designate another manager in the district to discuss the alternatives with the affected postmasters and supervisors.

354.347 Subsequent Personnel Actions

Employees who voluntarily accept lower-grade positions may subsequently be assigned to positions that do not exceed the grade from which they were downgraded. Normal promotion procedures may be waived. However, employees must meet the prescribed minimum qualification requirements for the positions to which they are assigned. Eligibility for special placement in postmaster positions as described in 354.341 is limited to 104 weeks.

354.348 Refusal of Reassignment Offer or Exhaustion of Options

If a postmaster or supervisor is offered reassignment to a postmaster, supervisory, or any other position in the Postal Service and refuses to accept any of these alternatives, or if the applicable options listed in 354.34 have been otherwise exhausted, RIF procedures are instituted. The post-

masters or supervisors must apply for any retirement benefits for which they are eligible. If the postmaster or supervisor is separated from the Postal Service and is not eligible for either voluntary retirement or a discontinued service annuity, severance pay is paid if provided for in Postal Service rules and regulations.

* * * *

We will incorporate these revisions into the next printed version of the ELM and into the next online update, available on the Postal Service PolicyNet website:

- Go to <http://blue.usps.gov>.
- Under “Essential Links” in the left-hand column, click *PolicyNet*.
- On the PolicyNet page, click *Manuals*.

(The direct URL for the Postal Service PolicyNet website is <http://blue.usps.gov/cpim>.)

— Retail Operations,
Delivery and Post Office Operations, 8-23-12

POM Revision: Post Office Organization and Retail Services Management

Effective August 23, 2012, the *Postal Operations Manual* (POM) is revised to include provisions on Remotely Managed Post Offices™ (RMPOs) and Part-Time Post Offices (PTPOs). These revisions implement changes to the hours of service and staffing for retail units previously classified as EAS Level 16 or below Post Offices.

Postal Operations Manual (POM)

1 Retail Management

* * * *

12 Retail Facility Management

* * * *

123 Post Offices, Stations, Branches, Contract Postal Units, and Nonpersonnel Units

123.1 Definitions and Classification

123.11 Post Offices

[Revise 123.11 as follows:]

Post Offices are established and maintained at locations deemed necessary to ensure that regular and effective postal services are available to all customers served by named geographic places.***

A Remotely Managed Post Office (RMPO) is a Post Office that offers part-time window service hours, is staffed by a Postal Service employee under the direction of a postmaster, and reports to an Administrative Post Office. A Part-Time Post Office (PTPO) is a Post Office that offers part-time window service hours, is staffed by a Postal Service employee, and reports to a district office. Unless otherwise specified, all references to “Post Office” include RMPOs and PTPOs.

[Revise the title of 123.12 as follows:]

123.12 Other Retail Units

* * * *

[Add new 123.122 and renumber current 123.122 through 123.127 as new 123.123 through 123.128 to read as follows:]

123.122 Post Offices

Post Offices are offices operated by postal employees.

* * * *

123.124 Stations

[Revise 123.124 as follows:]

Stations are located within the corporate limits or city carrier delivery area of the city or town in which the Administrative Post Office is located.

123.125 Branches

[Revise 123.125 as follows:]

Branches are located outside the corporate limits or city carrier delivery area of the city or town in which the Administrative Post Office is located.

* * * *

123.128 Nonpersonnel Units

[Revise 123.28 as follows:]

Nonpersonnel units are small nonstaffed stations and branches that are serviced by a noncity delivery carrier. The contractor also furnishes custodial and security support. A nonpersonnel unit provides essential mail services such as the collection and delivery of mail and may provide self-service sale of stamps. Noncity delivery carriers, who are required to remain at nonpersonnel units for a minimum of 15 minutes each day their routes operate, provide other services such as the sale of Money Orders and the acceptance and delivery of Certified Mail®, Insured Mail, Registered Mail™, Delivery Confirmation™, and COD Mail, and all other special services.

[Insert new 123.129 as follows:]

123.129 Village Post Offices

Village Post Offices are operated by local businesses, and offer stamp booklets and Priority Mail® Flat Rate packages and envelopes.

* * * *

123.2 Establishment

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123.22 Post Offices

[Revise 123.22 to read as follows:]

Although there is no fixed minimum population requirement for establishing a Post Office, new Post Offices are established only when the Postal Service cannot provide adequate service through the Post Offices, stations, branches, or CPUs currently serving the area; through a new station, branch, or CPU; or by an extension of city, rural, or highway contract delivery. Post Offices are not established solely for community identity. New offices must be recommended by the vice president, Area Operations, for final approval by the chief marketing/sales officer.

* * * *

123.24 Contract Units

123.242 Requirements

[Revise 123.242 as follows:]

Postmasters or installation managers identify the need and request approval to solicit contracts, evaluate business proposals submitted by offices, and supervise performance under any contracts.

* * * *

123.4 Names and ZIP Code Assignments and Changes

[Revise the title of 123.41 as follows:]

123.41 Postal Service–Operated Retail Facility Names

* * * *

[Revise items b and e in 123.413 as follows:]

123.413 Designations of Stations, Branches, Community Post Offices, and Other Named Postal Facilities

Community Post Offices, stations, branches, and other named postal facilities generally are given names recognized by the public that indicate their locations, using the following policies:

* * * *

b. *Community Post Office (CPO) and Branch Designations.* CPO and classified branch names are valid mailing addresses. Therefore, each CPO or classified branch must bear the name of the principal community it serves. There must be no duplication among CPO, classified branch, and Post Office names within a state. Each contract branch also must bear the name of the principal community it serves. Exceptions are historic sites, etc. (e.g., Grand Canyon Branch), which must be approved by the vice president, Area Operations.

* * * *

e. *Facilities Named for Individuals.* A postal facility may be named for an individual only with the approval of the Postmaster General and only if the individual has been deceased for at least 10 years, with the exception of former Postmaster Generals, former members of the Board of Governors, or deceased U.S. Presidents. Official commitments announced prior to the establishment of this regulation will be fulfilled. Occasionally, Congress honors an individual by passing a law naming a postal facility after that individual. For the procedures to be followed in such cases, see ASM 519.2.

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[Revise the title of 123.42 as follows:]

123.42 Contractor-Operated Retail Facilities

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126 Retail Services Management

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126.4 Retail Hours

126.41 General

[Revise 126.41 as follows:]

The availability of retail services and lobby hours should reflect time periods that most appropriately meet the needs of the majority of customers in the local area. Stations and branches are not required to be open at the same scheduled hours as the main office. Stations and branches can adjust retail service hours to meet the needs of the local community. Units in suburban communities and/or large shopping centers may provide late evening service for customer convenience if approved by the district manager and area office.

* * * *

126.412 Saturdays

[Revise 126.412 as follows:]

Window service is provided on Saturdays if there is a demonstrated need; however, retail units offering Saturday delivery must continue to do so unless otherwise approved by Headquarters Retail Operations. At financial units serving business areas or facilities serving communities where residents leave on weekends, retail service may be closed if service is available at other postal units, at contract stations, or by self-service equipment. Postmasters must post signage informing customers of locations and hours of such services.

126.413 Sundays

[Revise 126.413 as follows:]

Window service is typically not provided on Sundays unless approved by the district manager and area vice president.

* * * * *

126.42 Change in Retail Hours

[Revise 126.42 as follows:]

Except as provided below, permanent changes in the hours of operation must be approved by the district and area offices. Once approved, the area retail office must notify Headquarters Retail Operations of the change in hours of operation at a minimum of 30 days in advance of the change. The notification is performed via e-mail, using the “Notification of Proposed Change in Office Hours” located at <http://blue.usps.gov/wps/portal/officehours>.

Total daily hours of service for RMPOs and PTPOs on weekdays are determined by Headquarters Retail Operations. The actual hours of service each weekday and weekend are determined by district officials. Offices offering Saturday delivery must continue to do so unless otherwise approved by Headquarters Retail Operations.

The postmaster is responsible for informing customers 30 days in advance of any change in hours of operation by posting temporary signs on the entrance doors. These temporary signs should identify the nearest Post Office that can provide retail service outside of the new hours of operation. Offices must check with their district retail office for further information about appropriate temporary signage.

The postmaster must order a replacement for the mandatory “hours of operation” decal from the *Direct Vendor Signage Catalog* with sufficient time to receive the new decal prior to the change in hours. Apply the new decal to all entrance doors per the retail standardization guidelines.

The postmaster is also responsible for making changes to all databases containing unit hours of operation such as the facilities database. Review and update the lobby hours, window service hours, Express Mail acceptance times, and passport acceptance times as necessary.

* * * * *

126.45 Self-Service Units

[Revise the first sentence of 126.45 as follows:]

Where criteria and approval for placement are met, Automated Postal Centers® may be placed in lobbies to reduce retail transactions and for postal customers’ convenience when retail service is not available.***

126.46 Consolidation of Retail Counter Service

[Revise 126.46 as follows:]

Consolidate retail windows and services so that the use of each retail service counter is maximized. Windows offering specialized services are opened only if conditions warrant and if approved by the district manager and area office. All approved specialized retail service counters must also offer stamps and postal stationery.

* * * * *

We will incorporate these revisions into the next printed version of the POM and into the next online update, available on the Postal Service PolicyNet website:

- Go to <http://blue.usps.gov>.
- Under “Essential Links” in the left-hand column, click *PolicyNet*.
- On the PolicyNet page, click *Manuals*.

(The direct URL for the Postal Service PolicyNet website is <http://blue.usps.gov/cpim>.)

— Retail Operations,
Retail and Delivery, 8-23-12

Handbooks

Handbook AS-805 Revision: Information Security

Effective August 23, 2012, Handbook AS-805, *Information Security*, is revised. The July 2012 edition has been updated to reflect the following:

- Align responsibilities of IT managers with current organization.
- Update responsibilities for contracting officers and contracting officer representatives.
- Add generic architectural standards.
- Update information security training requirements.
- Clarify requirements for protecting nonpublic Postal Service™ information.
- Clarify requirements for removal of nonpublic Postal Service information from Postal Service or business partner premises.
- Update the protection requirements for contracts.
- Clarify the concept of a risk-based information security framework.
- Address the usage of social media.
- Address source code requirements and the separation of duties of software developers.
- Update requirements for USB flash drives.
- Update the requirements associated with the development, system integration test, and customer acceptance test environments and the regular testing security systems and processes.
- Address special account management.
- Address single sign-on.
- Remove references to the Access Control Facility 2.
- Update hardening and encryption requirements.
- Update the requirements for disaster recovery and incident reports.

- Implement Office of Inspector General audit findings.
- Implement SOX recommendations.
- Implement payment card industry requirements.
- Describe the implementation of the Data Loss Prevention program.
- Update the wireless baseline requirements.
- Add consensus audit guidelines to address the continuing monitoring requirements delineated in National Institute of Standards and Technology Special Publication 800-53.
- Move the definition of what constitutes a significant change and the criteria for recertification to Handbook AS-805-A, *Information Resource Certification and Accreditation (C&A) Process*.

Handbook AS-805 is now available on the Postal Service PolicyNet website:

- Go to <http://blue.usps.gov>.
- Under “Essential Links” in the left-hand column, click *PolicyNet*.
- On the PolicyNet page, click *HBKs*.

(The direct URL for the Postal Service PolicyNet website is <http://blue.usps.gov/cpim>.) The direct URL for Handbook AS-805 (July 2012) is <http://about.usps.com/handbooks/as805.pdf> (PDF version) <http://about.usps.com/handbooks/as805/welcome.htm> (HTML 508-compliant version).

Note: Offices should update references/links to Handbook AS-805 in local documents.

— *Corporate Information Security,*
Chief Information Officer, 8-23-12

Handbook PO-101 Revision: Post Office Organization

Effective August 23, 2012, Handbook PO-101, *Postal Service-Operated Retail Facilities Discontinuance Guide*, is revised to include provisions on Remotely Managed Post Offices™ (RMPOs) and Part-Time Post Offices (PTPOs). These revisions affect retail units previously classified as EAS Level 16 or below Post Offices.

An RMPO is a Post Office that offers part-time window service hours, is staffed by a Postal Service employee at the direction of a postmaster, and reports to an Administrative Post Office. A PTPO offers part-time window service hours, is staffed by a Postal Service employee, and reports to a district office. In addition, the term “lowest non-bar-

gaining (EAS) employee grade” is replaced with “lowest level RMPO” in section 212.3. This change is nonsubstantive, because the hours of service of the lowest EAS grade for Post Offices previously in effect corresponds to window service hours offered by the lowest level RMPO.

Handbook PO-101, *Postal Service-Operated Retail Facilities Discontinuance Guide*

	*	*	*	*	*
1	Introduction				
	*	*	*	*	*

12 Federal Law Regarding Post Office Discontinuances

* * * *

[Add 123 and 124 to read as follows:]

123 Remotely Managed Post Offices

A Remotely Managed Post Office (RMPO) is a Post Office that offers part-time window service hours, is staffed by a Postal Service employee at the direction of a postmaster, and reports to an Administrative Post Office. Unless otherwise specified, all references to “Post Office” include RMPOs. The classification of a Post Office as an RMPO is not a discontinuance action under this handbook.

124 Part-Time Post Offices

A Part-Time Post Office (PTPO) is a Post Office that offers part-time window service hours, is staffed by a Postal Service employee, and reports to a district office. Unless otherwise specified, all references to “Post Office” include PTPOs. The classification of a Post Office as a PTPO is not a discontinuance action under this handbook.

* * * *

2 Feasibility Study

21 Decision to Study

* * * *

212 Circumstances Prompting Decision to Study

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212.3 Office Workload

[Revise 212.3 to read as follows:]

Earned workload below the minimum established level for the lowest level RMPO may lead to a decision to study.

* * * *

We will incorporate this revision into the next printed version of Handbook PO-101 and also into the online version available on the Postal Service PolicyNet website:

- Go to <http://blue.usps.gov>.
- Under “Essential Links” in the left-hand column, click *PolicyNet*.
- Click *HBKs*.

(The direct URL for the Postal Service PolicyNet website is <http://blue.usps.gov/cpim>.)

— Retail Operations,
Delivery & Post Office Operations, 8-23-12

Handbook PO-209 Revision: Office Hours for Post Offices

Effective August 23, 2012, Handbook PO-209, *Retail Operations Handbook*, is revised to include provisions on Remotely Managed Post Offices™ (RMPOs) and Part-Time Post Offices (PTPOs). These revisions implement changes to the hours of service of retail units previously classified as EAS Level 16 or below Post Offices.

Handbook PO-209, *Retail Operations Handbook*

* * * *

5 Schedules

* * * *

5-3 Office Hours

[Revise 5-3 to read as follows:]

Lobby and retail services should be scheduled during hours most appropriate to the needs of the majority of customers in the local area. Postal Service units located in a business area normally would be open during hours maintained by that business community.

If the postmaster/manager determines that additional service hours are necessary to meet community needs, he/she

must obtain approval from the next higher management level for increasing workhour usage if additional costs are involved.

Except as provided below, permanent changes in the hours of operation must be approved by the district and area offices. Once approved, the area retail office must notify Headquarters Retail Operations of the change in hours of operation at a minimum of 30 days in advance of the change. The notification is to be done via email, using the “Notification of Proposed Reduction in Office Hours” located at <http://blue.usps.gov/wps/portal/officehours>. Retail units offering Saturday delivery must continue to do so unless otherwise approved by Headquarters Retail Operations.

Total daily hours of service for Remotely Managed Post Office (RMPOs) and Part-Time Post Office (PTPOs) on weekdays are determined by Headquarters Retail Operations. The actual hours of service each weekday and weekend are determined by the district officials. Offices offering Saturday delivery must continue to do so unless otherwise approved by Headquarters Retail Operations.

A replacement for the mandatory “Hours of Operation” decal must be ordered from the *Direct Vendor Signage Catalog* and applied to all entrance doors per retail standardization guidelines. “Replacement Hours of Operation” decals must be ordered with sufficient time to receive the new decal from the vendor and display it the day before the hours are changed. Thirty days prior to the change in hours of operation, temporary signs must be posted on entrance doors to inform customers of the upcoming change in hours and the nearest Post Office that can provide service during the changed hours. Offices must check with their district retail office for further information about appropriate temporary signage.

* * * * *

We will incorporate these revisions into the next printed version of Handbook PO-209 and into the online update available on the Postal Service PolicyNet website:

- Go to <http://blue.usps.gov>.
- Under “Essential Links” in the left-hand column, click *PolicyNet*.
- On the PolicyNet page, click *HBKs*.

(The direct URL for the Postal Service PolicyNet website is <http://blue.usps.gov/cpim>.)

— Retail Operations,
Delivery and Post Office Operations, 8-23-12

Publications

Publication 223 Revision: Directives and Forms Update

Effective immediately, Publication 223, *Directives and Forms Catalog*, is revised to include current information for the items noted in this article. See Publication 223 for complete information.

Information on how to order directives and forms is available in chapter 1 of Publication 223.

Publication 223 is available on the Internet at <http://about.usps.com/publications/pub223.pdf>.

New

- LAB 309-G, *Automated Postal Center: Sign (vertical, small — “Self Service”)*.
- MI EL-430-2012-2, *Back Pay*.
- MI FM-242-2012-2, *Scanning Receipts for eTravel Reports*.
- MOP COO-06-28-2010, *Prevent All Cigarette Trafficking (PACT) Act Implementation*.
- MOP FI-04-24-2012, *Policy Memo — Statistical Programs Letter #5, Fiscal Year (FY) 2012; Administration, Mail Exit Point System (MEPS)*.
- MOP FI-06-01-2012, *Policy Memo — Statistical Programs Letter #6, Fiscal Year (FY) 2012; CCCS, RCCS, IOCS, ODIS-RPW, TRACS, SIRVI, SIRVO-IODIS*.

Revised

- HBK AS-503, *Standard Design Criteria*.
- HBK MS-141-VOL-A, *Dual Pass Rough Cull System (DPRCS), Maintenance Information*.
- HBK MS-150-VOL-A, *Remote Computer Reader (RCR), System/Maintenance Information*.
- HBK MS-196-VOL-A, *Singulate Scan Induction Unit (SSIU), System Information*.

- HBK MS-196-VOL-B, *Singulate Scan Induction Unit (SSIU), Maintenance Information*.
- HBK MS-196-VOL-C, *Singulate Scan Induction Unit (SSIU), Reference Information*.
- HBK MS-196-VOL-E, *Singulate Scan Induction Unit (SSIU), Atlanta Site-Specific Data*.
- HBK MS-196-VOL-F, *Singulate Scan Induction Unit (SSIU), Cincinnati Site-Specific Data*.
- HBK MS-196-VOL-G, *Singulate Scan Induction Unit (SSIU), Dallas Site-Specific Data*.
- HBK MS-196-VOL-H, *Singulate Scan Induction Unit (SSIU), Denver Site-Specific Data*.
- HBK MS-196-VOL-I, *Singulate Scan Induction Unit (SSIU), Des Moines Site-Specific Data*.
- HBK MS-196-VOL-J, *Singulate Scan Induction Unit (SSIU), Detroit Site-Specific Data*.
- HBK MS-196-VOL-K, *Singulate Scan Induction Unit (SSIU), Greensboro Site-Specific Data*.
- HBK MS-196-VOL-L, *Singulate Scan Induction Unit (SSIU), Jacksonville Site-Specific Data*.
- HBK MS-196-VOL-M, *Singulate Scan Induction Unit (SSIU), Kansas City Site-Specific Data*.
- HBK MS-196-VOL-N, *Singulate Scan Induction Unit (SSIU), Los Angeles Site-Specific Data*.
- HBK MS-196-VOL-O, *Singulate Scan Induction Unit (SSIU), Memphis Site-Specific Data*.
- HBK MS-196-VOL-P, *Singulate Scan Induction Unit (SSIU), Minneapolis Site-Specific Data*.
- HBK MS-196-VOL-Q, *Singulate Scan Induction Unit (SSIU), Philadelphia Site-Specific Data*.

- HBK MS-196-VOL-R, *Singulate Scan Induction Unit (SSIU), Pittsburgh Site-Specific Data.*
- HBK MS-196-VOL-S, *Singulate Scan Induction Unit (SSIU), St. Louis Site-Specific Data.*
- HBK MS-196-VOL-T, *Singulate Scan Induction Unit (SSIU), San Francisco Site-Specific Data.*
- HBK MS-196-VOL-U, *Singulate Scan Induction Unit (SSIU), Seattle Site-Specific Data.*
- HBK MS-196-VOL-V, *Singulate Scan Induction Unit (SSIU), Springfield Site-Specific Data.*
- HBK MS-196-VOL-W, *Singulate Scan Induction Unit (SSIU), Washington Site-Specific Data.*
- HBK MS-224-VOL-A, *37pc Ink Jet Printer, Maintenance Information.*
- HBK MS-232-VOL-A, *Lockheed Martin TMS Systems Manual, System Information.*
- HBK MS-232-VOL-B, *Lockheed Martin TMS Systems Manual, Maintenance Information.*
- HBK MS-232-VOL-C, *Lockheed Martin TMS Systems Manual, Reference Information.*
- HBK MS-240-VOL-A, *Automatic Tray Sleever II (ATS II), System Maintenance Information.*
- HBK SP-1, *Highway Contract Routes — Contract Delivery Service.*
- LAB AK-53, *Intra-Alaska Routing Label.*
- MAN DMM, *Mailing Standards of the United States Postal Service, Domestic Mail Manual.*
- MAN ELM, *Employee and Labor Relations Manual.*
- MAN IMM, *Mailing Standards of the United States Postal Service, International Mail Manual.*
- Notice 3-S, *First-Class Mail Shape-Based Pricing Template.*
- PUB 131, *The Postal Service Unsolicited Proposal Program.*
- PUB 223, *Directives and Forms Catalog.*
- PUB 615, *Take Your Mailbox With You! (Premium Forwarding Service).*
- PUB 621, *PFS Guidebook for Employees: An Introduction to Premium Forwarding Service.*
- PUB 631, *Official Election Mail: Graphic Guidelines and Logos.*
- PUB 632, *State and Local Election Mail — User's Guide.*
- PS 3624, *Application to Mail at Nonprofit Standard Mail Prices.*

Obsolete

PSIN	Ed. Date	Title	Replaced By
HBK F-19	9/91	<i>Accountability of Disbursing Officers</i>	N/A
MI EL-430-2009-5	12/09	<i>Back Pay</i>	MI EL-430-2012-2
DMM 100-C	5/09	<i>A Customer's Guide to Mailing (Chinese)</i>	N/A
DMM 100-S	5/09	<i>Guía para el consumidor de los servicios postales (A Customer's Guide to Mailing — Spanish)</i>	N/A

Publication 431 Revision: Changes to Post Office Box Service and Caller Service Fee Groups

Effective August 23, 2012, Publication 431, *Post Office Box Service and Caller Service Fee Groups*, is revised to include the following changes.

Publication 431, *Post Office Box Service and Caller Service Fee Groups*

* * * * *

[Delete the following entries:]

ZIP Code
28265
92162

* * * * *

[Revise the following entries:]

ZIP Code	Fee Group
12250	35
27425	34
43205	32
60008	34
66051	33
72401	34

The online version of Publication 431 is dated July 2010. Publication 431 is currently available on the Postal Service™ PolicyNet website (<http://blue.usps.gov/cpim>):

- Go to <http://blue.usps.gov>.
- Under “Essential Links” in the left-hand column, click *PolicyNet*.
- Click *PUBs*.

Offices with WebBATS access can view current Publication 431 information by generating a WebBATS Facility Information Report as follows:

1. Go to the WebBATS main menu, and select *Reports*. The reports page opens.
2. Under the Clients/System column, System category, click *Facility Information*.
3. View the Fee Group field in the report.

— Retail Services,
Channel Access, 8-23-12

Forms

Revised PS Form 3606, Certificate of Bulk Mailing

Effective August 23, 2012, PS Form 3606, *Certificate of Bulk Mailing*, has been updated to reflect revisions to the *Mailing Standards of the United States Postal Service*, Domestic Mail Manual (DMM®) that were effective August 6, 2012, (see “DMM Revision: Certificate of Bulk Mailing for Permit Imprint Mailings,” in *Postal Bulletin* 22342, 7-26-12). Mailers paying postage by permit imprint now can report mailings of identical weight pieces on PS Form 3606. In addition, PC Postage® has been added as an authorized method of payment for certificate of bulk mailing fees.

PS Form 3606 is online on the Postal Service PolicyNet website:

- Go to <http://blue.usps.gov>.
- Under “Essential Links” in the left-hand column, click *PolicyNet*.
- Click *Forms*.

(The direct URL for the Postal Service PolicyNet website is <http://blue.usps.gov/cpim>.)

PS Form 3606 is also available on *usps.com* at <http://about.usps.com/forms/ps3606.pdf>.

— Shipping Products,
Domestic Products, 8-23-12

Organization Information

Address Management

Post Office Changes

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	18-9351	50707	IA	Waterloo	Black Hawk	Evansdale	Classified Branch	11/05/2011	Classified Branch discontinued. Retain ZIP Code. Establish a place name. Continue to use Evansdale IA 50707 as last line of address. Discontinuance cancelled. Branch is suspended. This amends <i>Postal Bulletin 22324</i> .
New	18-9351	50707	IA	Waterloo	Black Hawk	Evansdale	Place Name	08/04/2012	

— Address Management, Product Information, 8-23-12

Finance

Migratory Bird Stamp Destruction

Per Handbook F-101, *Field Accounting Procedures*, all retail associates were required to return unsold migratory bird stamps to the unit reserve before April 30, 2012, and then all unit reserve stock custodians were required to ship unsold migratory bird stamps to the stamp distribution centers (SDCs) for receipt.

This article is a reminder for any units that have not returned the 2011 issue migratory bird stamps to do so in the next return cycle.

- All postal retail units are required to return unsold migratory bird stamps annually. Only philatelic units may maintain inventories of prior-year bird stamps for sale to collectors. Stamp distribution offices (SDOs) and SDCs must establish and communicate a schedule for postal retail units to submit all unsold migratory bird stamps for destruction based on the dates previously mentioned and on the following requirements: Use PS Form 17, *Stamp Requisition/Stamp Return*, to return all unsold migratory bird stamps. Prepare an original and three copies and annotate "Returned for Destruction" and "Bird Stamps" on PS Form 17.
- List the bird stamps on the PS Form 17 by item number, quantity, redemption rate, and total dollar value.

- Enter the total value of the returned bird stamps in AIC 848 on the unit's PS Form 1412, *Daily Financial Report*, on the date of dispatch to SDO/SDC.
- Enter the system-generated shipment number on PS Form 17.
- Ship unsold bird stamps along with the original and two copies of PS Form 17 to the SDO/SDC. Place the original PS Form 17 in a sealed envelope and tape it to the outside of the carton clearly marked as "Bird Stamps." Place two copies inside the carton and file the third copy locally.
- Do not commingle international reply coupons, redeemed stock, or saleable stock with migratory bird stamps returned for destruction.

See Handbook F-101, *Field Accounting Procedures*, part 11-6.7 at <http://blue.usps.gov/cpim/ftp/hand/f101.pdf> for additional information about migratory bird hunting and conservation stamps.

— Revenue and Field Accounting,
Controller, 8-23-12

SOX Compliance: Accurate Documentation for Plant-Verified Drop Shipment Mailings

By accurately handling plant-verified drop shipment (PVDS) mailings, the Postal Service™ avoids discrepancies and revenue loss. All destination offices must continue to confirm that documentation is complete, accurate, and matches the physical mail, to achieve SOX compliance.

The latest SOX Key Control Guide outlines procedures and required documentation for PVDS destination processes. The guide is online at http://blue.usps.gov/sox/_pdf/Current_Key_Control_Guide.pdf.

An easy reminder is to, remember the 3 R's:

Review PS Forms 8125/8017:

- Confirm all critical fields are complete.
- Verify that the load arrived at the correct destination.
- Identify errors and resolve discrepancies with the origin office prior to unloading.

Receive the Load:

- Confirm container counts are performed prior to releasing mail to operations.
- Complete the Destination Entry Post Office section.

Record Irregularities:

- Record all drop shipment irregularities on PS Forms 8125/8017 and in the electronic Mail Irregularity Report System (eMIRS).
- Record all appointment-related irregularities in Facility Access & System Tracking (FAST).

To see how your unit is doing, check the SOX Compliance Scorecard, available on the SOX website: http://blue.usps.gov/sox/sox_compliance_scorecard_2012.htm.

Don't forget — please send SOX-related questions to the SOX inbox at SOX@usps.gov.

— SOX Financial Controls & Support,
Controller, 8-23-12

Government Relations

Reminder: Official Franked Mail and Detention of Mail Guideline — POM 491.523

On July 26, information in *Postal Bulletin* 22342 was published to highlight the difference between Official Election Mail™ and Political Mail. The article serves as a reminder of another product that will be entering into the mailstream during this time, Official Franked Mail, also referenced as Congressional Mail. In the past, there were reports of the improper identification and handling of Official Franked Mail in the mailstream. The following is a reminder of how to identify and process Official Franked Mail.

Official Mail (Franked)

Franked Mail, also referenced as Congressional Mail, is defined as official mail sent without postage prepayment, which can be used only by members and members-elect of Congress, the Vice President, and other authorized individuals. Franked Mail is identified by the facsimile signature of the member of Congress in the upper right corner of the envelope or franked label, followed by "M.C." standing for member of Congress, or "U.S.S." for U.S. Senate.

Franked Mail Envelopes

Although not encouraged, it is permissible for congressional offices to secure their franked envelope to various other envelopes or packaging when placing items in the mailstream. Do not be surprised if you find such an item

and do not return it to the congressional office. See below for an example of a franked mail envelope.



Franked mail can be sent as single piece or mass congressional mailings. Most mass congressional mailings are sent from Washington, DC. Members of Congress may, however, dispatch these mailings from Post Offices other than Washington, DC. Members of Congress occasionally enter mass mailings at local Post Offices outside Washington, DC. Members or their vendors must submit a PS Form 3615, *Mailing Permit Application and Customer Profile*, to the entry Post Office™ when the first franked mass mailing is made there.

Note: Do not attach Tag 57, *Political Campaign Mailing*, to congressional mass mailings. This tag is used to identify Political Campaign Mail. Use Tag 11, *Congressional Mail*, "Postmaster — Open and Distribute" on all sacks or trays

of congressional mail. This tag helps identify the franked congressional mailing as it moves through the mailstream.

Types of Franked Mailings

Mailings under the congressional frank include both individual piece mailings sent by First-Class Mail® and mass mailings. Mass mailings may be sent as First-Class Mail or Standard Mail®. Treat and handle all franked mail according to the class of mail and special service indicated on the outside of the mailpiece. Standard Mail franked mailings consist of newsletters, meeting notices, and other printed matter. The mailpieces may bear individual names and addresses or simplified addresses. While individual pieces are treated as Standard Mail, the overall mailing may be sent by Priority Mail® or Express Mail® drop shipment.

Franking Blackout Period

With the exception of individual piece mailings and those in response to a request, members of Congress are prohibited from sending franked mass mailings during the designated “Franking Blackout” period, which begins 90 days before Election Day. This year, the Franking Blackout period began August 8, 2012, and extends through Election Day, November 6, 2012.

What to Do If You Receive a Congressional Mass Mailing With Tag 57

If you receive a mass franked mailing with PS Tag 57 in your unit, please contact your supervisor or Business Mail Entry manager. If there are indications of abuse, local management may escalate the issue by making a copy of the mailing and submitting a completed Issue Report to the District Election and Political Mail Coordinator.

Detention of Mail

Employees should be aware that Franked Mail is not to be detained. In 2009, the Postal Service revised the *Postal Operations Manual* (POM) 491.523 to give specific guidelines about how to handle this mail in response to an incident where a franked mailing was improperly detained. It is important that these guidelines are adhered to to ensure there are no delays when dealing with Franked (Congressional) Mail. With the exception of mail security (see the *Administrative Support Manual* 274), Franked Mail must be dispatched and delivered as addressed. If there are indications of abuse of the franking privilege, this must be reported to the Pricing and Classification Service Center, who will refer the case to the Postal Inspection Service and Government Relations, Headquarters.

— *Government Relations and Public Policy, 8-23-12*

Pull-Out Information

Fraud

Domestic Orders

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

State, City ZIP Code	Names and Addresses Covered	Product
FL, Miami Gardens 33056-3653	Althea Peart, 2433 NW 177th Terrace	Fraudulent sweepstakes and lottery scheme
OH, Cleveland 44106-1720	James Lee, 1563 East Boulevard	Reshipping scheme

— Judicial Officer, 8-23-12

Invalid Express Mail Corporate Account Numbers

This listing should be provided to Contract Postal Units and used by acceptance clerks in non-POS locations without intranet access to validate an Express Mail Corporate Account (EMCA) number online. For all other locations, online EMCA validation is preferred. The online validation process is outlined in the EMCA Validation SOP on the Retail webpage. This list supersedes all previous notices,

which must be recycled. Acceptance clerks must not accept Express Mail® shipments bearing an invalid EMCA number in the “Payment by Account” or “Agreement Number” section of the Express Mail label or form.

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

005817	010203	019115	031153	040138	047160	056003	061240	067293	070443	088347	093240	095270
006030	010277	019351	031154	040305	047195	056053	061295	068000	070573	089614	093268	095358
006033	010387	019417	032111	040317	048027	056055	061392	068034	070708	089839	093303	095382
006192	010412	020324	032140	040320	048031	056074	061516	068059	070927	089941	093395	095463
006335	010415	020391	032252	040331	048302	056088	061587	068073	071071	090048	093462	095481
006344	010469	021186	033249	040356	049047	057009	062008	068100	071099	090050	093585	095482
007008	010478	021494	034040	041002	050075	057010	062078	068195	071358	090111	093644	095620
008034	010500	021748	034620	041027	051010	057012	062082	068404	071658	090373	093656	095727
008084	010505	021890	034633	041110	051012	057091	063406	068515	075154	090455	093730	095818
008123	010531	021929	035001	041125	051095	057119	064008	068674	075223	090784	093738	095838
008145	010553	022034	035008	041133	052056	058009	064167	068724	075910	091123	093755	095894
008190	010555	022283	036003	041134	052110	058022	064174	068931	075995	091445	093844	095914
008244	010620	022307	037030	041346	053015	058027	064272	069127	075996	091800	093865	095947
008300	010692	022547	037117	042015	053066	058037	064354	069170	076002	091869	093992	095968
008359	010771	022564	038024	042030	053088	058052	064669	069198	076381	092107	094062	096034
008477	011115	022647	038046	042061	054014	058066	064887	069387	076424	092401	094066	096151
008500	011179	022649	038086	042072	054021	058080	064902	069392	076455	092425	094259	096179
008622	011350	022665	038105	042306	054063	060049	064962	069455	076726	092436	094269	096197
008663	011355	022666	038128	042317	054068	060050	065067	069459	076835	092460	094291	096243
009073	012160	022744	038144	043005	054080	060092	065278	069626	077270	092479	094366	096258
009177	012178	022938	038149	043034	054085	060123	065472	069786	077518	092522	094415	096264
009180	012193	025500	038212	043041	054110	060165	065510	069870	078035	092558	094465	096273
009339	012272	028350	038232	043049	054150	060181	065537	069877	078211	092641	094481	096298
009395	012346	029744	038448	044007	054152	060279	065668	069878	079085	092749	094510	096415
009443	012388	030030	038479	044027	054190	060289	065733	069889	079162	092769	094669	096430
009452	013102	030171	038491	044050	054195	060344	065947	069984	079934	092782	094715	096436
009465	013177	030216	038540	044096	054197	060423	065966	069985	079996	092929	094865	096489
009504	013181	030313	039020	045001	054245	060432	066167	069986	080120	092934	094886	096525
009548	013212	030467	039300	045025	054281	060581	066178	069987	080241	092972	094914	096553
009604	013234	030474	040011	045030	054285	060629	067005	070042	080304	093030	094941	096562
009646	013262	030530	040067	046015	054295	060821	067085	070062	080315	093054	094955	096596
009709	015588	031094	040080	047006	054315	060868	067111	070078	080605	093069	094974	096607
009915	015762	031105	040094	047101	054318	060945	067148	070081	080638	093126	094979	096608
009922	018555	031133	040099	047112	054321	061145	067210	070377	088275	093141	095150	096623
010182	018945	031143	040131	047115	054322	061219	067214	070424	088319	093159	095178	096653

096668	100487	131035	235571	450097	639105	750105	770082	770559	770941	771645	773069	775053
096766	100506	131081	235582	452089	641033	750152	770100	770570	770942	771654	773070	775212
096820	100509	142055	235583	452236	641054	750222	770109	770574	770945	771656	773073	775239
097063	100519	142082	240543	452309	641096	750344	770110	770585	770947	771680	773079	775243
097147	100608	142274	270028	452984	641107	750359	770122	770589	770948	771687	773081	775244
097155	100642	142371	276075	460116	641116	750448	770125	770593	770953	771689	773082	775245
097163	100646	142593	277104	481200	641135	750930	770126	770594	770955	771694	773084	775250
097227	100722	142865	282002	481310	641145	751018	770132	770608	770956	771710	773251	775279
097234	100775	142916	283447	489404	641164	752005	770135	770618	770957	771713	773408	775280
097238	100786	146013	286005	490185	641174	752134	770143	770636	770958	771725	773412	775289
097322	100803	146035	286114	490563	641176	752205	770144	770638	770961	771728	773427	775293
097367	100820	146045	286198	497291	641218	752240	770146	770643	770963	771787	773431	775305
097599	100828	146084	296422	515110	641300	752432	770173	770645	770965	771811	773438	775314
097666	100832	146096	298020	520074	641329	752748	770181	770646	770966	771822	773452	775320
097776	100833	146103	299020	531172	641381	752898	770185	770649	770967	771824	773458	775337
097791	100836	146106	300508	551047	641448	752938	770192	770656	770969	771825	773510	775353
097885	100847	146108	301092	551270	641508	757164	770202	770657	770971	771837	773531	775354
097909	100901	146110	309002	553194	641532	757214	770204	770660	770972	771860	773534	775367
097935	101560	146111	312529	553993	641598	757266	770211	770664	770974	771861	773536	775379
097948	101570	146117	314582	554009	641681	757534	770221	770668	770976	771874	773543	775386
097957	101670	146508	314631	570003	641697	760064	770223	770676	770986	771884	773547	776008
097977	101898	146516	314914	581167	641728	761047	770225	770681	770988	771895	773555	776009
097999	101920	148254	317187	600328	641738	761067	770228	770684	770994	771897	774001	776010
098009	101923	148367	319096	600550	641822	761435	770229	770697	770996	771914	774002	776017
098060	101959	175097	320029	600630	641828	761817	770245	770699	770998	771965	774009	776018
098080	101993	191286	321043	600776	641846	762063	770247	770701	770999	771967	774017	776107
098153	102031	191597	322016	600830	641871	770002	770250	770703	771005	771980	774025	777002
098192	102141	191771	322158	600908	641968	770003	770252	770707	771025	771985	774034	777003
098253	102147	192812	323014	600983	648117	770005	770253	770708	771033	771999	774035	777005
098307	102172	193515	323631	601042	648118	770006	770258	770709	771046	772062	774038	777008
098371	102372	200100	324210	601058	648145	770007	770270	770720	771048	772063	774039	777013
098509	102394	200607	325140	601084	657110	770008	770271	770725	771058	772128	774043	777020
098512	102419	200676	325698	601159	657118	770009	770283	770735	771078	772171	774044	777023
098513	102516	200843	325876	601649	658147	770011	770303	770745	771081	772187	774057	777026
098517	102629	207472	326327	602053	658174	770015	770309	770759	771082	772192	774058	777210
098577	102764	208147	327081	602127	658197	770017	770313	770771	771098	772207	774062	777224
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098807	104103	210408	329552	604714	660065	770028	770365	770809	771199	772275	774074	778013
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098964	104589	220456	331235	606394	662222	770033	770409	770863	771265	772651	774335	778070
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100316	112116	229100	340126	608364	685273	770058	770463	770917	771520	773001	775022	787750
100320	112122	231002	340195	618105	701004	770059	770470	770918	771525	773008	775030	787946
100345	115238	231016	340197	618139	708548	770060	770473	770923	771530	773013	775034	797197
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100409	119659	232389	349417	631462	741012	770069	770508	770934	771566	773060	775042	802642
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100434	123157	235446	410091	631806	750007	770075	770534	770936	771580	773067	775045	802920
100482	129957	235570	441548	637137	750027	770081	770555	770937	771603	773068	775046	803134

809104	895437	910025	915625	920060	926433	940207	941180	947103	951684	967163	968773	982457
809178	895940	910413	915691	920145	926453	940253	941187	947221	951955	967225	968781	982581
810024	900078	911161	917224	920165	927718	940275	941197	948035	952345	967268	968793	982678
814078	900101	912363	917463	920171	928575	940354	941395	948157	954449	967292	968858	982683
815133	900120	913022	917563	921030	930393	940372	941459	948316	954468	968042	968891	982709
816014	900149	913035	917565	921149	931010	940378	941550	948340	954479	968056	968910	983052
816017	900166	913063	917576	921181	931096	940425	941716	948342	958123	968259	968988	988043
816132	900180	913165	917585	921251	931177	940435	941725	948386	958211	968328	969139	992766
816148	900181	913178	917607	924440	931227	940436	941763	948449	958305	968340	969177	995177
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820818	900220	913952	917640	926270	931276	940631	945594	948676	967026	968380	970921	995376
823502	900250	914104	917661	926304	931455	940897	945714	948705	967029	968501	970924	995521
828300	900368	914458	917663	926321	931482	940911	945727	949243	967064	968507	971110	995578
840023	900457	914902	917666	926371	931953	941001	945795	949387	967068	968531	974005	998189
841350	906355	914976	917828	926384	932577	941006	945863	949555	967117	968535	980708	
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— Product Information Requirements, Mail Entry & Payment Technology, 8-23-12

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. Destroy all interim notices 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.

010 001 0200 to 0299	041 623 8889 to 8899	078 219 4931 to 4999	161 194 2857 to 0899
010 504 1932 to 1999	041 803 6565 to 6599	078 250 4756 to 4799	162 032 4447 to 4499
011 582 1889 to 1899	043 129 1968 to 1997	078 823 8312 to 8399	163 257 1085 to 1099
011 588 2900 to 3099	043 205 5922 to 5999	079 374 0300 to 2499	166 101 1433 to 1499
012 579 5675 to 5699	044 087 3457 to 3499	079 807 2342 to 2399	167 555 5201 to 5212
013 289 6176 to 6199	044 087 4000 to 4099	082 721 0228 to 0254	167 555 5214 to 5299
013 610 0014 to 0099	044 306 4200 to 4299	083 140 5000 to 7499	169 618 6274 to 6299
014 932 1000 to 1099	044 306 4370 to 4599	083 784 8886 to 8899	173 639 4685 to 4699
014 972 0800 to 0899	045 524 4121 to 4298	083 913 6915 to 6999	174 238 2779 to 2799
015 363 0065 to 0099	046 800 9870 to 9899	084 478 3920 to 3999	174 281 9347 to 9399
017 028 3200 to 3299	047 352 4000 to 4099	086 000 8271 to 8299	175 251 2600 to 0699
018 569 5333 to 5399	048 383 7650 to 7659	086 798 3840 to 3849	176 281 7937 to 7950
018 986 5264 to 5299	048 396 3647 to 3699	088 404 4472 to 4499	176 281 7963 to 7999
019 518 2814 to 2899	051 142 0755 to 0799	088 404 5584 to 5699	176 731 6586 to 6599
020 698 5159 to 5199	051 774 8857 to 8899	088 757 8688 to 8699	178 254 5000 to 9999
020 844 7307 to 7399	051 781 2875 to 2885	088 757 9400 to 9499	178 881 9900 to 9999
020 972 8948 to 8999	051 977 7010 to 7023	089 358 2248 to 2257	180 031 2089 to 2098
022 021 9110 to 9181	052 058 7115 to 7199	090 663 9678 to 9684	180 403 7723 to 7741
022 037 1411 to 1499	054 450 1130 to 1167	091 818 0071 to 0099	180 428 4580 to 0599
022 527 9201 to 9210	057 670 0563 to 0599	093 106 9346 to 9355	182 368 7544 to 0599
022 529 1882 to 1899	058 187 3836 to 3899	093 203 0500 to 0599	182 475 3229 to 3258
023 637 7169 to 7199	058 523 3003 to 3099	093 684 3630 to 3699	182 475 3904 to 3933
024 380 4100 to 4199	058 591 1153 to 1299	094 081 5074 to 5099	182 631 0031 to 0099
024 496 6870 to 6896	058 895 3746 to 3799	094 216 2555 to 2599	185 828 1474 to 1499
025 092 0987 to 0999	059 986 0814 to 0899	094 580 7062 to 7099	186 132 7583 to 0599
025 369 5535 to 5599	060 406 7650 to 7699	094 639 4200 to 4299	186 629 0589 to 0599
025 729 1151 to 1199	063 491 8122 to 8199	095 070 7186 to 7199	187 184 6177 to 0199
025 729 1643 to 1799	063 916 9968 to 9999	095 076 8300 to 8399	187 323 8200 to 8299
026 492 3180 to 3199	064 091 4500 to 4599	095 354 6864 to 6899	187 441 6080 to 6099
027 361 0430 to 0499	065 170 0471 to 0499	097 224 1350 to 1599	188 831 6774 to 6799
027 369 4482 to 4495	065 255 7909 to 7999	100 160 3800 to 3899	188 835 6370 to 6399
027 671 8762 to 8776	065 392 6345 to 6399	104 667 6400 to 6499	189 083 1064 to 1099
027 787 9886 to 9899	066 099 2014 to 2099	104 876 8937 to 8999	189 660 9583 to 9599
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028 100 8069 to 8099	066 787 3639 to 3699	112 870 9765 to 9799	194 456 8600 to 0699
028 191 1852 to 1999	066 845 7500 to 9999	114 402 3850 to 3899	195 194 6881 to 6899
028 850 3000 to 3199	067 093 3869 to 3899	114 866 5368 to 5397	199 105 0778 to 0799
029 510 1500 to 1599	068 895 0334 to 0399	116 154 2800 to 2899	199 678 2968 to 2999
030 687 0903 to 0999	070 724 4488 to 4499	116 986 4400 to 4499	210 221 0548 to 0599
030 701 3442 to 3499	070 841 9181 to 9199	117 175 1647 to 5169	227 275 9400 to 9999
031 077 4507 to 4799	070 844 2546 to 2599	117 951 4687 to 4699	273 070 8059 to 8099
032 295 7500 to 9999	070 916 1340 to 1399	117 951 5200 to 5299	273 775 7700 to 7899
034 394 1000 to 1099	071 047 5768 to 5799	119 786 3051 to 3064	302 000 0000 to 9999
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037 706 9578 to 9599	071 507 6840 to 6899	119 850 7700 to 7999	360 011 1690 to 1699
037 805 3677 to 3699	072 045 9641 to 9699	121 634 0460 to 0499	360 168 6008 to 6099
037 909 5490 to 5499	072 675 8287 to 8299	122 451 9879 to 9899	360 173 8800 to 8899
037 931 4660 to 4699	073 763 0867 to 0876	122 714 6805 to 6900	360 324 2326 to 2399
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040 024 3901 to 3999	073 763 0889 to 0898	126 423 0136 to 0169	373 006 2176 to 2199
040 674 7100 to 7199	077 617 5481 to 5499	127 500 2328 to 2399	374 768 2600 to 2699
040 688 8816 to 8899	077 999 4001 to 4090	160 901 2254 to 2299	375 169 4400 to 4599
041 299 6752 to 6799	078 174 4475 to 4499	161 103 6581 to 6599	375 829 3400 to 3499

375 851 9100 to 9199	402 578 7876 to 7899	421 116 3565 to 3599	450 620 3135 to 3199
376 196 0911 to 0999	403 125 6744 to 6799	421 130 9300 to 9399	450 780 2716 to 2799
378 085 3679 to 3699	403 260 7000 to 7499	421 313 4500 to 4999	450 801 2700 to 2799
378 351 1063 to 1099	403 280 6470 to 6499	421 364 5537 to 5599	451 109 2967 to 2984
379 843 5100 to 5199	403 685 8600 to 8699	421 656 2609 to 2699	451 115 4110 to 4125
380 093 9600 to 9699	404 003 0300 to 0399	421 988 9700 to 9799	451 115 4127 to 4199
380 165 1165 to 1199	404 041 8838 to 8899	422 172 4667 to 4699	451 746 0700 to 0799
381 325 4500 to 4599	404 071 4268 to 4299	422 484 4212 to 4299	452 265 0074 to 0099
381 604 2510 to 2699	404 347 5356 to 5399	422 556 1270 to 1299	452 265 0246 to 0299
381 645 9525 to 9599	404 347 5548 to 5599	422 587 7024 to 7099	452 265 0335 to 0999
383 314 3968 to 3999	404 726 4500 to 4599	422 819 7533 to 7599	452 509 1169 to 1199
383 892 1000 to 1344	404 961 5001 to 5199	422 842 5073 to 5087	452 855 6471 to 6499
383 892 1382 to 1399	405 325 0188 to 0198	422 907 7563 to 7599	452 890 4679 to 4799
384 925 3641 to 3654	406 009 4587 to 4599	424 500 6050 to 6099	452 900 8215 to 8238
385 568 2331 to 2399	406 260 6830 to 6899	424 641 8500 to 8599	453 117 9146 to 9199
385 599 7554 to 7575	406 459 6641 to 6999	424 871 6600 to 6699	453 334 3631 to 3699
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386 624 1412 to 1599	407 545 1557 to 1599	425 418 4269 to 4299	453 650 1140 to 1199
386 883 8936 to 8999	407 594 0412 to 0599	425 418 4405 to 4499	453 741 1300 to 1399
387 314 5574 to 5599	407 692 9100 to 9299	426 547 4566 to 4599	454 013 2919 to 2999
387 837 6300 to 6399	407 959 2190 to 2199	427 412 6337 to 6499	454 186 2411 to 2499
388 828 0656 to 0699	408 265 2275 to 2288	427 481 0900 to 0999	454 268 4883 to 4899
389 696 2400 to 2799	408 499 7700 to 7799	428 027 2742 to 2752	454 302 5400 to 5499
389 846 3104 to 3135	408 499 7900 to 7999	429 474 4172 to 4199	454 490 8300 to 8399
389 846 3145 to 3195	408 682 8484 to 8599	429 889 2900 to 2999	454 547 7434 to 7499
389 887 9211 to 9230	408 698 7015 to 7099	430 150 4401 to 4599	454 922 4867 to 4895
389 887 9234 to 9299	409 072 3941 to 3999	430 172 9800 to 9899	455 221 1348 to 1499
390 001 3182 to 3199	410 491 2311 to 2399	430 177 1900 to 2099	455 364 2147 to 2199
390 001 3500 to 3699	410 694 8400 to 8599	430 444 9500 to 9699	455 399 5400 to 5499
390 545 5974 to 5999	410 775 1500 to 1599	430 664 4070 to 4099	455 476 0676 to 0699
391 104 6146 to 6199	410 795 7927 to 7999	432 168 8419 to 8499	455 543 0618 to 0699
391 574 1466 to 1499	410 867 0917 to 0966	432 708 6800 to 6999	456 410 9006 to 9099
391 783 3020 to 3599	410 867 0970 to 0999	432 744 1544 to 1599	456 470 4146 to 4299
391 792 6100 to 6199	411 868 1023 to 1199	432 995 9775 to 9799	456 619 4460 to 4499
392 668 2956 to 2999	411 922 2322 to 2399	433 003 5800 to 5899	457 333 2686 to 2699
392 854 8500 to 8899	412 193 0900 to 0999	433 757 3047 to 3099	457 729 1767 to 1777
393 584 7566 to 7699	412 395 8599 to 8699	433 765 4003 to 4099	457 937 8615 to 8699
393 650 0074 to 0099	412 485 6500 to 6599	434 482 7060 to 7199	458 028 9810 to 9899
393 838 8316 to 8499	412 485 6610 to 6699	434 513 2386 to 2399	458 057 2712 to 2999
393 893 6007 to 6099	412 885 5953 to 5999	434 968 3076 to 3092	458 069 9537 to 9599
394 126 6907 to 6999	414 193 3608 to 3674	435 303 1831 to 1842	458 069 9665 to 9699
394 189 0405 to 0599	414 193 3677 to 3699	435 303 1986 to 1999	458 337 5222 to 5299
394 822 3243 to 3278	414 411 7348 to 7399	435 666 6092 to 6399	458 354 7653 to 7999
394 990 1810 to 1899	414 640 0757 to 0799	436 082 6400 to 6899	458 671 8678 to 8699
395 343 3264 to 3299	414 965 1727 to 1799	436 160 6441 to 6499	458 671 8721 to 8798
395 373 3035 to 3099	417 302 8104 to 8199	437 316 7115 to 7199	458 847 5044 to 5999
395 396 9649 to 9799	417 387 6532 to 6599	437 427 0500 to 3499	459 274 7624 to 7699
395 970 3240 to 3299	417 496 6800 to 6999	439 179 2300 to 2399	459 365 5432 to 5499
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397 819 8902 to 8999	417 930 9533 to 9599	440 698 1947 to 1999	459 472 4816 to 4999
398 149 7200 to 7699	418 164 6500 to 6799	440 858 6300 to 6399	460 349 6878 to 6899
399 070 0872 to 0899	418 423 9863 to 9899	440 858 6420 to 7299	460 550 1909 to 1999
399 156 7119 to 7199	418 633 5922 to 5999	441 199 1655 to 1699	460 997 5234 to 5299
399 203 5064 to 5099	418 719 8520 to 8599	443 127 3648 to 3699	461 973 6443 to 6499
399 296 9910 to 9999	418 744 2235 to 2299	443 127 4000 to 4099	462 152 0107 to 0299
399 396 8935 to 8999	418 962 2848 to 2899	443 673 7900 to 7999	462 274 1072 to 1099
399 792 7775 to 7799	419 543 0286 to 0299	443 800 9335 to 9399	462 277 8373 to 8399
399 792 8300 to 8399	419 730 0300 to 0399	444 382 8822 to 8899	462 554 6051 to 6099
400 427 1051 to 1999	420 277 0015 to 0049	444 390 1667 to 1699	463 011 5529 to 5540
401 045 1505 to 1549	420 599 0734 to 0798	444 457 3854 to 3899	463 176 4115 to 4199
401 045 1571 to 1599	420 661 4115 to 4199	450 048 4173 to 4199	463 176 4229 to 4299
401 294 2700 to 2799	420 758 9500 to 9699	450 048 4442 to 4699	463 185 2600 to 2799
401 310 9505 to 9599	420 969 3951 to 3971	450 560 5173 to 5199	463 227 7711 to 7799
401 382 5312 to 5399	420 969 3973 to 3999	450 620 3077 to 3099	463 414 4869 to 4899

463 808 3484	to	3499	482 527 1500	to	1599	501 460 0977	to	0999	612 774 2254	to	2299
463 945 7400	to	7899	482 541 5255	to	5299	502 227 7645	to	7699	612 774 2500	to	2599
464 629 9000	to	9399	482 729 6800	to	6899	502 424 0200	to	0499	614 469 0979	to	0999
464 711 4332	to	4399	483 363 7207	to	7299	502 424 0600	to	0699	614 474 3000	to	3099
465 692 3963	to	3999	483 402 2356	to	2399	502 496 6923	to	6999	614 521 3490	to	3499
465 698 8300	to	8599	483 486 5100	to	5199	503 003 2700	to	2899	614 645 1800	to	1899
465 743 7745	to	7799	483 632 1521	to	1599	503 194 5144	to	5153	614 832 1100	to	2099
466 798 6056	to	6067	483 632 2600	to	2799	503 790 9922	to	9948	615 017 7505	to	7599
467 147 4300	to	4399	483 849 1615	to	1699	504 045 4030	to	4099	617 711 6609	to	6699
468 079 5782	to	5799	484 174 4803	to	5299	504 166 0200	to	0599	617 760 5266	to	5299
469 067 2817	to	2899	484 323 8900	to	9199	504 240 1062	to	1399	617 813 3601	to	3699
469 127 8000	to	8199	484 680 5000	to	5038	504 805 3300	to	3499	618 840 9200	to	9299
469 213 0359	to	0399	484 680 5040	to	5074	505 893 7739	to	7799	619 551 7229	to	7299
469 213 0500	to	0599	484 680 5077	to	5099	505 893 7800	to	7999	619 859 3000	to	3099
469 561 8011	to	8099	485 029 4913	to	4999	506 124 0800	to	0999	620 073 9400 to 9499		
469 658 1961	to	1999	486 176 0600	to	0699	506 165 7027	to	0099	621 614 7907	to	7930
469 666 9900	to	9999	486 559 7555	to	7599	508 488 6226	to	6299	621 614 7932	to	7999
469 678 1900	to	1999	486 696 3023	to	3199	600 645 3223 to 3299			621 648 8021	to	8199
469 781 4900	to	4999	488 173 7900	to	7999	601 339 1200	to	1399	621 648 8500	to	8599
469 947 6960	to	6999	488 206 4100	to	4199	601 653 5884	to	5899	621 904 8351	to	8599
470 755 5800 to 5818			488 226 0200	to	0299	601 661 7700	to	7799	621 916 1978	to	1989
471 918 0300	to	0999	488 709 3906	to	3999	601 682 5343	to	5399	622 989 8032	to	8099
471 985 2408	to	2419	488 855 8359	to	8399	601 928 1600	to	1699	623 076 9300	to	9399
472 191 6700	to	6799	489 181 8963	to	8999	602 512 2972	to	2999	623 819 5006	to	5099
472 270 2555	to	2599	489 223 2000	to	2099	602 555 2400	to	2799	623 895 8200	to	8399
472 987 0213	to	0241	489 311 1930	to	1999	602 829 7061	to	7099	623 917 0000	to	0099
472 987 0290	to	0299	489 318 6200	to	6300	603 483 9572	to	9599	623 917 0200	to	0299
473 151 2069	to	2199	489 384 0027	to	0099	603 490 7200	to	7299	624 468 5288	to	5299
473 666 9138	to	9199	489 427 0658	to	0899	603 678 7100	to	7199	624 665 3162	to	3198
473 952 3429	to	3499	489 997 5252	to	5299	603 678 7662	to	7699	625 088 6735	to	6799
474 108 5402	to	5499	490 669 5850 to 6099			603 678 7902	to	7999	625 916 9500	to	9799
474 356 5193	to	5299	490 717 7080	to	7099	603 678 8418	to	8499	625 968 8956	to	8999
474 949 3366	to	3399	490 721 6000	to	6099	603 678 8700	to	9999	627 005 3938	to	3999
475 134 9362	to	9399	490 793 1500	to	2099	604 086 0880	to	0899	627 384 3907	to	4099
475 167 9667	to	9699	490 886 8171	to	8199	604 349 1414	to	1499	627 496 7549	to	7599
475 319 3415	to	3499	490 977 9221	to	9240	604 503 7776	to	7799	627 708 3605	to	3699
475 319 3649	to	3799	491 258 8100	to	9099	605 520 9037	to	9099	627 776 2500	to	2599
475 340 6400	to	6599	491 567 1376	to	1399	605 685 4010	to	4099	628 226 3100	to	3199
475 424 8410	to	8499	492 254 4800	to	4899	605 988 6467	to	6499	628 814 4702	to	4799
475 629 9156	to	9199	492 283 5100	to	5199	607 689 7951	to	7960	628 851 9689	to	9699
475 850 6101	to	6199	492 610 6813	to	6899	607 728 1276	to	1299	629 510 7200	to	7299
475 875 2500	to	2599	493 394 5568	to	5599	608 727 7100	to	7199	629 964 4200	to	4294
476 169 8264	to	8299	493 470 2562	to	2599	608 727 7273	to	7599	630 389 3056 to 3071		
476 189 3000	to	3499	493 473 7700	to	7799	608 813 9950	to	9999	630 463 0588	to	0599
476 331 2480	to	2499	493 716 2153	to	2199	609 067 5325	to	5399	631 459 9117	to	9199
477 289 8601	to	8699	494 206 2972	to	2999	609 067 5488	to	5499	631 762 9325	to	9399
477 681 5206	to	5299	494 217 3446	to	3999	609 067 5600	to	5699	632 217 4933	to	4999
478 010 4243	to	4268	494 224 0500	to	0599	609 289 6123	to	6199	632 500 0000	to	640 3999
478 010 4270	to	4291	495 145 0600	to	0699	609 438 4400	to	4499	633 110 4165	to	4199
478 450 5071	to	5099	496 209 7425	to	7499	609 493 1100	to	1199	633 110 4303	to	4499
478 469 7838	to	7858	496 213 8728	to	8799	609 766 8091	to	8999	633 438 6429	to	6599
478 469 7883	to	7899	496 474 5226	to	5248	609 825 4100	to	4115	633 588 7173	to	7182
479 280 9800	to	9899	497 053 8517	to	8699	609 884 2981	to	2999	634 725 0700	to	0799
479 365 9116	to	9176	497 854 8673	to	8699	609 893 1000	to	1099	634 803 3239	to	3299
479 412 9900	to	9999	498 449 8888	to	8899	610 092 3200 to 3299			634 807 2474	to	2499
479 667 6190	to	6199	498 929 8285	to	8499	610 582 4200	to	4299	634 827 5900	to	5999
479 748 9680	to	9699	498 936 5310	to	5399	611 879 6939	to	6999	634 886 3428	to	3499
479 860 7000	to	7199	499 016 5425	to	5499	612 291 8013	to	8099	635 559 3449	to	3499
480 526 2000 to 2099			499 440 8575	to	8899	612 751 5171	to	5199	636 289 6214	to	6299
480 640 6330	to	6399	499 731 6717	to	6799	612 751 5226	to	5299	636 634 8007	to	8042
480 658 0568	to	0599	500 064 1858 to 1869			612 751 6083	to	6099	637 150 1200	to	1299
480 689 5100	to	5199	500 070 5725	to	7799	612 751 6268	to	6299	637 562 5828	to	5899
481 072 9463	to	9499	501 058 0016	to	0026	612 751 6572	to	6599	638 042 1647	to	1699
481 673 0074	to	0095	501 331 0300	to	0399	612 774 2111	to	2199	638 049 4984	to	4999

638 318 1115	to 1199	650 564 1900	to 1999	677 466 1088	to 1099	700 190 3350	to 3359
638 318 1453	to 1499	650 627 4212	to 4299	678 071 4500	to 4799	700 228 6048	to 6099
638 885 0000	to 0299	650 736 2043	to 2099	678 096 7531	to 7599	700 650 0452	to 0499
638 903 4362	to 4373	650 739 1540	to 1699	679 909 2578	to 2599	700 666 1323	to 1349
639 415 1929	to 1999	651 741 4415	to 4499	680 112 9565	to 9599	700 786 9106	to 9142
639 415 2019	to 2099	651 882 2800	to 2899	680 244 0903	to 0999	700 859 0744	to 0758
639 420 6200	to 6299	652 754 6317	to 6399	680 412 6046	to 6099	701 028 6780	to 6899
639 469 3517	to 3799	653 131 4945	to 4999	680 761 6800	to 6899	701 213 3900	to 3999
639 605 2143	to 2199	653 426 3300	to 3399	681 677 0540	to 0699	701 267 2000	to 3999
639 657 8600	to 8799	653 455 4874	to 4899	682 070 1029	to 1099	701 335 7312	to 7399
640 289 7500	to 7599	654 238 0000	to 0399	682 956 6280	to 6299	701 369 2005	to 2050
640 289 7700	to 7999	654 404 3065	to 3092	682 956 6490	to 6599	701 499 2260	to 2299
641 170 4420	to 4499	654 962 2900	to 3199	682 956 6700	to 6799	701 503 2247	to 2299
641 318 3133	to 3199	655 103 5081	to 5199	682 965 1178	to 1199	701 541 2271	to 2299
641 378 6500	to 6999	655 523 2600	to 2999	682 965 1201	to 1299	701 553 6557	to 6599
641 383 8739	to 8799	656 305 2448	to 2499	683 118 2389	to 2399	701 578 7460	to 7469
641 877 3187	to 3299	657 347 4438	to 4999	683 378 2000	to 2099	701 578 7475	to 7499
641 877 3310	to 3399	657 710 8100	to 8999	683 378 2117	to 2299	701 601 3457	to 3499
642 355 8094	to 8199	657 780 0985	to 0999	683 415 1200	to 1499	701 605 5913	to 5999
642 355 8308	to 8999	658 586 1400	to 1499	683 444 8159	to 8199	701 695 3982	to 3999
642 900 0018	to 0099	658 877 8000	to 8199	685 154 7780	to 7789	701 695 4148	to 4199
643 030 6254	to 6299	658 880 8000	to 8199	685 297 7645	to 7699	701 695 4227	to 4299
644 066 0882	to 0899	659 398 7300	to 7399	685 623 5264	to 5299	701 708 1741	to 1799
644 069 0600	to 0699	659 706 8113	to 8199	685 650 9487	to 9499	701 736 3966	to 3999
644 077 7506	to 7699	659 846 7837	to 7899	685 669 4200	to 4299	701 772 0870	to 0899
644 085 8157	to 8199	660 510 4100	to 4199	685 757 8452	to 8499	701 838 2800	to 2899
644 112 9839	to 9899	660 673 0400	to 0599	686 071 2694	to 2799	701 941 0600	to 0699
644 373 9083	to 9099	661 488 5000	to 5099	686 176 3333	to 3354	702 171 1603	to 1699
644 380 1460	to 1499	661 609 9100	to 9199	686 372 3200	to 3299	702 195 5109	to 5199
644 733 4715	to 4799	661 716 9420	to 9499	686 644 5879	to 5899	702 254 9300	to 9399
644 900 9712	to 9799	661 906 6522	to 6599	686 899 1371	to 1399	702 264 7569	to 7599
644 901 0109	to 1299	662 021 8332	to 8399	686 931 7636	to 7699	702 519 0513	to 0524
644 901 1325	to 1399	662 068 0700	to 0899	687 601 0973	to 0999	702 713 1800	to 1809
644 923 6800	to 7799	662 553 0774	to 0799	687 614 6774	to 6799	702 821 5730	to 5799
644 932 4655	to 4699	663 078 7034	to 7099	688 120 9000	to 9999	702 821 5805	to 5899
645 318 7240	to 7499	663 763 5300	to 5399	688 314 3107	to 3191	702 844 6975	to 6994
645 333 1766	to 1799	663 883 7039	to 7499	690 291 1361	to 1371	702 846 6331	to 6399
645 790 8632	to 8699	663 938 9200	to 9299	690 788 2877	to 2899	702 848 3900	to 3999
645 821 0657	to 0699	664 253 8000	to 8499	690 893 5344	to 5399	702 857 7302	to 7499
645 930 7948	to 7999	664 656 3055	to 3099	690 893 5512	to 5599	702 878 0114	to 0199
645 975 0737	to 0762	665 174 6400	to 6499	690 904 1300	to 1599	703 364 1707	to 1799
646 242 6200	to 6299	665 274 8208	to 8299	690 941 6000	to 6199	740 002 7710	to 7719
646 270 7639	to 7799	665 669 5400	to 5499	691 313 6383	to 6399	740 119 2275	to 2284
646 798 4000	to 4999	666 132 8226	to 8299	691 313 6600	to 6699	740 130 6688	to 6698
647 048 7035	to 7099	666 696 2209	to 2299	691 582 8003	to 8099	740 144 2780	to 2795
647 049 2900	to 2999	666 696 2309	to 2399	691 664 1800	to 1999	740 241 9049	to 9099
647 398 8300	to 8399	667 032 9300	to 9399	691 664 2400	to 2499	740 252 9265	to 9294
647 398 8481	to 8499	667 729 5529	to 5599	692 727 9362	to 9399	740 255 1718	to 1799
647 437 3000	to 4999	668 383 8400	to 8699	692 798 1800	to 1899	740 274 2602	to 2619
647 811 2188	to 2199	670 368 3400	to 3499	693 249 0779	to 0799	740 277 0366	to 0392
648 009 6057	to 6099	670 369 7336	to 7399	693 249 0877	to 1699	740 332 7658	to 7671
648 163 5300	to 5499	670 750 7169	to 7199	693 445 0566	to 0999	740 348 6641	to 6658
648 722 5283	to 5299	671 046 6200	to 6399	693 448 8500	to 8999	740 351 4790	to 4799
648 892 3164	to 3199	671 251 5448	to 5499	693 645 9583	to 9599	740 374 7416	to 7499
649 100 3989	to 3999	671 926 5600	to 5799	693 965 4200	to 4299	740 470 2420	to 2443
649 647 0370	to 0399	672 444 2000	to 2999	695 741 2906	to 2999	740 514 0300	to 0499
649 647 0522	to 0599	672 828 3410	to 3499	695 947 8518	to 8599	740 523 7432	to 7449
649 647 5237	to 5399	673 167 5776	to 5799	696 662 8247	to 8299	740 535 1555	to 1580
649 647 9100	to 9299	675 464 3700	to 3799	697 447 8285	to 8296	740 557 3570	to 3579
649 666 7800	to 8299	675 464 4000	to 4199	698 042 4816	to 4899	740 650 4104	to 4140
650 114 7707	to 7719	676 365 5958	to 5999	698 131 2138	to 2157	740 684 0620	to 0800
650 130 3400	to 3599	676 669 1024	to 1099	698 227 0000	to 0099	740 701 6105	to 6114
650 213 0406	to 0499	677 126 6734	to 6799	700 065 2570	to 2599	740 705 9790	to 9799
650 555 1749	to 1799	677 333 9979	to 9999	700 065 4800	to 4899	740 726 6400	to 6500

740 765 3306	to	3399	846 918 0572	to	0599	868 514 9000	to	9099	910 536 2505	to	2599
740 774 8434	to	8499	847 237 7690	to	7699	868 566 9200	to	9299	910 958 7499	to	7599
740 786 1885	to	1899	847 284 2481	to	2499	869 200 0000	to	9999	911 140 1000	to	2199
740 790 5989	to	5999	847 374 7055	to	7065	869 387 1150	to	1199	911 245 2545	to	2599
740 820 4854	to	7836	847 374 7055	to	7065	869 505 3500	to	3599	911 268 9077	to	9099
740 827 7578	to	7594	847 636 5304	to	5399	869 523 7033	to	7099	911 400 8948	to	8999
740 917 7490	to	7499	847 700 5447	to	5499	869 566 6150	to	6167	911 508 1620	to	1799
740 918 5531	to	5549	847 723 7500	to	7599	869 800 0000	to	999 9999	911 509 9310	to	9399
741 037 8528	to	8551	849 485 3427	to	3499	870 054 4814	to	4899	911 523 3000	to	3999
742 040 3300	to	3309	849 520 9850	to	9899	870 491 4812	to	4849	912 057 9922	to	9999
742 228 9660	to	9669	849 608 1357	to	1399	870 536 5820	to	5829	912 882 0563	to	0899
805 885 8411	to	8499	849 792 2600	to	2699	870 541 7167	to	7239	913 605 2218	to	2299
806 087 1100	to	1499	850 546 1862	to	1899	870 575 8155	to	8999	913 709 2429	to	2499
806 268 9275	to	9299	851 143 6826	to	6844	870 589 0485	to	0494	913 818 3501	to	3999
806 534 3400	to	3477	851 209 9880	to	9899	870 691 7060	to	7099	914 063 4300	to	4399
807 342 3283	to	3399	851 928 9221	to	9299	872 028 4850	to	4899	914 346 7621	to	7644
808 086 7100	to	7199	852 589 6560	to	6599	872 029 9306	to	9399	914 453 1366	to	1399
808 090 3440	to	3499	853 049 3646	to	3699	872 078 3709	to	3799	914 529 6185	to	6299
808 325 5161	to	5699	854 304 4089	to	4999	872 100 0445	to	0459	914 896 4658	to	4699
808 784 8000	to	8299	854 529 2200	to	2299	900 556 4178	to	4199	915 187 8774	to	8779
830 125 0672	to	0699	854 532 0000	to	2999	900 845 0044	to	0099	915 300 2783	to	2799
830 602 5800	to	5999	855 001 6204	to	6249	900 936 0217	to	0299	915 546 6822	to	6999
830 610 3700	to	3799	855 319 9364	to	9399	900 936 0435	to	0499	915 646 5183	to	5199
830 983 3500	to	3599	855 361 3390	to	3399	901 058 5255	to	5280	915 671 3963	to	3980
830 983 3635	to	3699	856 226 0490	to	0499	901 273 1082	to	1099	915 671 3982	to	3999
831 354 1387	to	1399	856 656 5800	to	5999	901 287 5143	to	5199	915 675 2217	to	2299
831 815 8240	to	8299	856 752 0200	to	0299	901 291 2789	to	2799	916 440 3377	to	3399
832 525 3810	to	3899	857 111 1352	to	1399	901 525 7122	to	7199	916 670 6352	to	6399
833 159 1884	to	1899	857 279 3450	to	3499	902 089 1253	to	1299	916 682 5300	to	5399
833 456 2567	to	2599	857 843 4000	to	4099	902 198 9769	to	9799	916 694 1414	to	1499
833 566 3015	to	3071	858 124 7644	to	7699	902 948 1269	to	1299	916 703 0802	to	0821
834 130 5200	to	5299	858 756 3111	to	3299	902 985 0833	to	0899	917 089 0709	to	0799
834 316 5444	to	5499	859 063 8200	to	8699	903 370 6934	to	6999	917 089 0842	to	0899
834 354 8747	to	8766	859 190 0600	to	0644	904 600 6523	to	6599	917 216 2928	to	2999
834 354 8824	to	8838	859 437 5538	to	5599	904 892 0378	to	0399	917 370 6300	to	6499
835 269 5700	to	5799	859 811 2888	to	2899	904 892 0648	to	1299	917 486 4900	to	4999
835 496 7303	to	7399	859 855 8873	to	8999	905 056 2216	to	2299	918 460 0602	to	0699
835 539 5200	to	5999	860 240 8520	to	8599	905 510 6647	to	6799	918 951 7231	to	7299
835 813 3015	to	3099	860 275 3900	to	3999	905 510 6900	to	7099	919 519 2786	to	2799
837 672 8967	to	8999	860 518 9629	to	9699	905 794 0000	to	0199	919 536 0770	to	0799
837 784 3282	to	3299	860 600 0021	to	0999	905 794 0288	to	0299	919 814 3095	to	3199
838 176 8377	to	8399	861 158 2350	to	2599	905 873 6900	to	6999	919 889 5110	to	5134
838 518 1257	to	1299	861 367 5400	to	5499	905 873 7100	to	7299	919 889 5178	to	5199
839 718 8257	to	8299	861 637 6010	to	6099	905 880 8900	to	8999	919 889 5030	to	5070
840 323 0600	to	0699	861 979 7292	to	7499	905 889 7100	to	7199	919 889 5090	to	5099
840 875 6235	to	6299	862 216 6100	to	6199	906 158 1508	to	1599	919 915 2774	to	2787
840 910 0900	to	0999	862 263 9213	to	9299	906 558 8812	to	8899	920 155 4662	to	4687
841 349 5000	to	5099	862 271 0800	to	0999	906 982 2214	to	2299	920 309 9039	to	9199
841 805 7747	to	7899	862 271 5000	to	5099	907 725 8500	to	8599	920 771 5321	to	5399
841 805 7944	to	8099	863 871 5138	to	5199	907 815 0216	to	0257	920 857 5500	to	5899
842 226 0685	to	0695	863 949 5300	to	5399	908 622 4225	to	4235	920 864 3480	to	3499
842 685 4600	to	4699	864 088 8200	to	8299	908 936 9254	to	9299	920 963 4567	to	4599
842 685 4742	to	4999	864 426 3972	to	3999	909 066 4494	to	7499	921 333 7400	to	7499
842 860 0300	to	0399	864 520 6117	to	6136	909 067 7400	to	7499	921 477 3762	to	3799
842 898 5582	to	5599	865 151 0526	to	0599	909 100 1787	to	1799	922 278 1048	to	1399
843 062 7100	to	7199	865 500 4034	to	4099	909 100 1900	to	2099	922 280 2019	to	2099
843 077 6288	to	6299	865 883 6082	to	6099	909 355 0422	to	0499	922 280 2233	to	2299
843 077 6378	to	6399	866 004 3000	to	3999	909 568 8900	to	9099	922 773 0459	to	0499
843 758 5769	to	5778	866 442 4100	to	4899	909 568 9300	to	9499	923 032 7000	to	7399
843 786 2554	to	2699	867 366 9108	to	9118	909 725 7307	to	7399	923 045 3630	to	3699
845 656 8165	to	8199	867 633 7403	to	7499	909 833 0947	to	0999	923 484 3600	to	3699
845 727 2100	to	2199	867 737 5623	to	5699	910 219 8631	to	8699	923 493 9403	to	9599
845 746 2618	to	2635	868 169 4529	to	4599	910 265 1100	to	1199	923 493 9681	to	9699
846 390 7531	to	7599	868 173 8400	to	8599	910 471 7273	to	7299	923 604 4424	to	4499

923 810 7800 to 8299	926 436 3600 to 3699	932 506 6400 to 6599	934 622 8717 to 8999
924 252 1200 to 1299	927 765 6257 to 6299	932 732 1796 to 1799	935 216 0312 to 0399
924 252 1400 to 1499	928 197 8100 to 8199	932 827 9026 to 9099	935 843 2202 to 2247
924 533 0711 to 0799	928 197 8283 to 8299	932 957 2300 to 2399	936 024 8889 to 8899
924 533 2343 to 2399	928 856 2059 to 2068	933 060 6160 to 6189	936 339 4455 to 4499
924 533 2428 to 2499	930 219 1722 to 1799	933 387 2541 to 2561	
924 685 1957 to 1999	930 335 7810 to 7819	933 760 3609 to 4199	
924 946 6300 to 6699	931 097 9259 to 9299	933 894 0928 to 0999	
925 333 5900 to 6099	931 156 1502 to 1579	934 018 2729 to 2741	
925 336 2300 to 2399	931 156 1600 to 1625	934 180 0300 to 0399	
926 432 5907 to 5999	931 156 1671 to 1699	934 236 3954 to 3999	

— Criminal Investigations Group, Postal Inspection Service, 8-23-12

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 all interim notices when the numbers listed appear in the *Postal Bulletin*. The new money order serial numbers consist of the first 9 digits. The 10th digit is a check digit only.

Do not cash outdated money orders **104 151 601 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.

719 869 731	to 9 760	728 702 338	to 2 400	734 950 111	to 0 170	742 408 771	to 8 830
720 227 871	to 7 930	728 915 371	to 5 850	735 120 331	to 0 840	742 512 120	to 2 150
720 227 949	to 7 960	728 953 141	to 3 410	735 283 008	to 3 020	742 684 849	to 4 890
720 368 543	to 8 570	728 954 280	to 4 310	735 293 131	to 3 220	742 839 553	to 9 630
720 392 151	to 2 570	729 169 081	to 9 140	735 635 010	to 5 040	742 913 668	to 3 700
720 556 491	to 6 640	729 363 841	to 3 870	735 783 961	to 3 990	742 917 287	to 7 296
720 558 621	to 8 650	729 682 891	to 3 190	735 803 401	to 3 430	742 921 891	to 1 980
720 575 361	to 5 570	729 838 940	to 9 070	736 005 420	to 5 440	742 983 631	to 3 810
720 590 152	to 0 179	729 839 101	to 9 130	736 366 021	to 6 110	743 020 021	to 0 170
721 638 331	to 9 170	730 077 683	to 7 840	736 624 456	to 4 500	743 206 491	to 6 500
721 815 391	to 5 420	730 109 847	to 9 880	736 670 851	to 1 060	743 235 992	to 6 050
721 969 713	to 9 740	730 373 761	to 3 850	736 767 061	to 7 090	743 940 631	to 0 900
722 072 137	to 2 160	730 501 951	to 2 130	736 767 093	to 7 120	743 978 011	to 8 070
722 378 265	to 8 280	730 519 379	to 9 470	736 982 191	to 2 370	744 234 751	to 4 780
722 413 990	to 4 004	730 569 278	to 9 360	736 982 551	to 2 730	744 499 591	to 9 680
722 764 948	to 4 980	730 711 711	to 1 740	737 110 141	to 0 170	744 626 901	to 6 910
722 825 840	to 5 889	730 722 991	to 3 230	737 185 501	to 5 710	745 388 794	to 8 910
723 153 841	to 3 850	730 845 970	to 5 990	737 317 321	to 7 350	746 446 806	to 6 820
723 237 616	to 7 630	730 888 291	to 8 320	737 517 781	to 7 840	746 818 351	to 8 410
723 331 081	to 1 110	730 927 591	to 7 680	737 628 181	to 8 210	747 245 266	to 5 280
723 496 443	to 6 470	731 307 914	to 7 930	737 634 258	to 4 270	747 364 813	to 4 830
723 967 291	to 7 320	731 402 431	to 2 460	738 361 971	to 1 980	747 501 434	to 1 450
724 655 196	to 5 340	731 407 232	to 7 320	738 447 601	to 7 660	747 739 891	to 0 070
724 711 441	to 1 500	731 588 301	to 8 340	738 648 355	to 8 450	748 148 649	to 8 760
724 711 538	to 1 560	731 767 273	to 7 320	738 849 811	to 9 900	748 259 960	to 9 970
724 793 221	to 3 250	731 781 061	to 1 120	738 892 270	to 2 290	748 565 162	to 5 280
724 908 109	to 8 120	731 837 821	to 7 910	738 997 259	to 7 380	748 874 988	to 5 030
724 937 461	to 7 670	731 841 377	to 1 450	739 161 451	to 1 540	749 137 381	to 7 410
725 163 118	to 3 151	732 018 481	to 8 600	739 219 381	to 9 440	749 190 192	to 0 210
725 202 735	to 2 750	732 067 972	to 8 370	739 740 151	to 0 180	749 685 421	to 5 450
725 398 591	to 8 800	732 188 649	to 8 670	739 793 491	to 3 520	749 846 791	to 6 850
725 464 591	to 4 920	732 193 460	to 3 470	739 793 527	to 3 550	749 993 131	to 3 580
725 475 321	to 5 330	732 201 241	to 1 390	739 942 621	to 2 650	750 071 587	to 1 610
725 711 057	to 1 070	732 220 431	to 0 440	739 999 231	to 9 320	750 408 167	to 8 183
725 738 581	to 8 730	732 355 201	to 5 380	740 011 517	to 1 530	750 438 421	to 8 501
725 981 311	to 1 430	732 472 320	to 2 560	740 030 701	to 0 970	750 743 911	to 4 030
725 987 835	to 7 880	732 541 605	to 1 620	740 261 740	to 1 820	750 779 118	to 9 400
726 060 811	to 0 900	732 572 221	to 2 490	740 265 811	to 6 290	750 910 981	to 1 010
726 391 970	to 2 520	732 586 479	to 6 710	740 299 111	to 9 170	750 960 841	to 0 900
726 484 771	to 4 800	732 994 037	to 4 080	740 299 231	to 9 260	751 296 211	to 6 240
726 493 351	to 5 300	733 163 449	to 3 460	740 329 266	to 9 320	751 539 121	to 9 180
726 504 031	to 4 063	733 297 171	to 7 290	740 889 081	to 9 090	751 541 311	to 1 790
726 504 070	to 4 090	733 446 631	to 7 110	741 010 421	to 0 530	751 757 641	to 7 700
726 504 331	to 4 390	733 474 665	to 4 770	741 113 041	to 3 370	751 936 951	to 7 010
726 563 701	to 4 060	733 704 482	to 4 570	741 373 891	to 4 340	751 951 861	to 1 890
726 599 371	to 9 460	733 751 041	to 1 130	741 452 369	to 2 490	751 999 021	to 9 110
726 626 356	to 6 370	734 009 101	to 9 130	741 492 991	to 3 140	752 139 516	to 9 570
727 182 271	to 2 510	734 290 759	to 0 770	741 553 460	to 3 470	752 182 892	to 2 950
727 416 181	to 6 240	734 389 273	to 9 290	741 764 431	to 4 520	752 206 861	to 7 100
727 481 431	to 1 460	734 440 031	to 0 111	742 178 834	to 8 880	752 295 241	to 5 600
727 749 241	to 9 780	734 797 201	to 7 320	742 325 500	to 5 520	752 731 351	to 1 410
728 382 331	to 2 480	734 939 611	to 9 640	742 325 668	to 5 700	752 767 441	to 7 470

753 008 941	to	9 030	763 155 160	to	5 180	773 231 311	to	1 340	800 872 741	to	2 830
753 194 311	to	4 370	763 178 631	to	8 660	773 348 739	to	8 940	801 349 801	to	9 830
753 620 378	to	0 400	763 506 001	to	6 060	773 348 739	to	8 940	801 676 681	to	7 100
754 013 917	to	3 940	763 522 141	to	2 470	773 575 891	to	5 950	802 967 821	to	7 940
754 161 061	to	1 120	763 717 694	to	7 800	773 852 971	to	3 030	803 217 601	to	7 780
754 358 445	to	8 610	763 826 461	to	6 520	775 373 449	to	3 460	803 729 731	to	9 850
754 410 451	to	0 660	763 900 460	to	0 471	789 257 191	to	7 250	803 747 402	to	7 520
754 438 393	to	8 410	763 900 479	to	0 530	790 448 020	to	8 460	804 138 181	to	8 420
754 493 109	to	3 130	763 917 271	to	7 750	790 597 485	to	7 530	804 428 224	to	8 250
754 664 182	to	4 220	764 125 801	to	5 860	790 911 883	to	1 900	804 682 411	to	2 710
754 816 377	to	6 470	764 284 525	to	4 560	791 057 441	to	7 550	805 272 525	to	2 540
755 487 421	to	7 600	764 526 241	to	6 330	791 239 081	to	9 290	805 523 445	to	3 460
755 592 901	to	3 140	764 601 421	to	1 600	791 374 483	to	4 500	805 745 704	to	5 730
755 790 020	to	0 030	764 650 231	to	0 470	791 387 971	to	8 030	806 452 907	to	2 980
755 791 730	to	1 800	764 984 371	to	4 850	791 447 521	to	7 850	806 744 781	to	4 850
755 926 951	to	7 070	765 003 667	to	3 680	791 451 151	to	1 240	806 982 181	to	2 300
755 934 332	to	4 510	765 042 517	to	2 540	791 500 009	to	0 470	807 764 791	to	4 910
755 957 701	to	8 000	765 194 728	to	4 970	791 771 431	to	1 490	808 089 931	to	9 960
755 962 981	to	3 280	765 387 365	to	7 450	792 004 293	to	4 320	808 656 423	to	6 450
756 035 371	to	5 490	765 541 801	to	2 100	792 018 379	to	8 420	808 753 771	to	3 800
756 301 257	to	1 290	765 638 461	to	8 970	792 070 621	to	0 740	809 189 001	to	9 010
756 371 565	to	1 580	765 647 101	to	7 190	792 145 211	to	5 230	809 886 879	to	6 930
756 876 031	to	6 120	765 813 781	to	4 029	792 391 381	to	1 620	809 890 489	to	0 500
756 876 151	to	6 240	765 879 314	to	9 390	792 452 779	to	2 790	810 323 734	to	3 760
756 970 129	to	0 140	765 954 001	to	4 030	792 772 728	to	2 770	810 367 116	to	7 140
757 059 613	to	9 630	766 120 286	to	0 320	792 903 511	to	3 990	810 526 351	to	6 500
757 078 540	to	8 560	766 125 716	to	5 750	793 282 518	to	2 533	810 806 911	to	6 940
757 086 209	to	6 240	766 158 824	to	8 840	794 041 831	to	2 040	810 807 211	to	7 240
757 240 591	to	0 650	766 388 433	to	8 460	794 397 709	to	7 780	811 423 021	to	3 110
757 277 371	to	7 700	766 509 421	to	9 660	794 581 741	to	2 040	811 517 221	to	7 239
757 291 591	to	2 730	766 572 901	to	3 020	794 592 122	to	2 150	811 721 101	to	1 130
757 964 251	to	4 280	766 748 500	to	8 521	795 032 251	to	2 340	812 025 721	to	5 900
758 067 001	to	7 090	767 024 341	to	4 370	795 796 291	to	6 350	812 093 073	to	3 130
758 105 221	to	5 250	767 326 471	to	6 590	796 070 139	to	0 160	812 100 821	to	0 840
758 324 941	to	5 000	767 332 561	to	2 950	796 143 151	to	3 630	812 465 251	to	5 610
758 593 628	to	3 650	768 009 841	to	9 960	796 159 725	to	9 740	812 918 341	to	8 670
758 709 038	to	9 060	768 011 489	to	1 520	796 169 306	to	9 340	812 918 701	to	8 760
758 744 101	to	4 160	768 177 980	to	7 990	796 373 406	to	3 430	813 050 491	to	0 520
758 850 883	to	0 900	768 391 081	to	1 170	796 602 961	to	3 050	813 073 171	to	3 200
758 860 951	to	1 550	768 661 569	to	1 650	796 708 441	to	8 500	813 398 476	to	8 550
759 152 851	to	2 880	769 000 051	to	0 080	796 886 281	to	6 430	813 713 971	to	4 000
759 740 941	to	1 090	769 050 841	to	0 900	796 901 701	to	2 000	813 858 121	to	8 150
760 004 596	to	4 610	769 159 081	to	9 178	796 975 466	to	5 590	814 789 330	to	9 349
760 118 191	to	8 250	769 737 496	to	7 510	797 272 917	to	2 950	814 984 656	to	4 680
760 155 001	to	5 090	769 778 491	to	8 730	797 519 441	to	9 460	815 016 020	to	6 030
760 378 002	to	8 020	769 827 331	to	7 450	797 519 731	to	0 240	815 199 410	to	9 420
760 692 722	to	2 749	770 216 071	to	6 100	797 535 181	to	5 330	815 240 491	to	0 520
761 055 460	to	5 480	770 723 281	to	3 400	797 646 151	to	6 180	815 755 591	to	5 620
761 169 781	to	9 810	770 790 451	to	0 480	798 040 053	to	0 080	815 755 622	to	5 650
761 504 941	to	5 120	770 915 150	to	5 490	798 055 813	to	5 830	815 806 381	to	6 680
761 516 836	to	6 910	771 455 551	to	5 610	798 055 891	to	5 950	816 126 834	to	6 870
761 613 588	to	3 600	771 609 661	to	9 690	798 326 371	to	6 520	816 156 721	to	6 780
761 688 631	to	8 690	771 932 551	to	2 580	798 339 167	to	9 210	816 580 903	to	0 920
761 805 199	to	5 240	772 057 224	to	7 440	798 562 411	to	2 440	816 945 571	to	5 600
761 826 106	to	6 120	772 162 660	to	3 070	798 632 461	to	2 490	817 253 011	to	3 280
761 881 171	to	1 560	772 718 615	to	8 640	798 807 151	to	7 510	817 763 881	to	4 060
761 975 641	to	5 670	772 940 140	to	0 160	798 944 761	to	5 030	818 330 562	to	0 610
761 975 886	to	5 895	772 970 886	to	0 940	799 118 616	to	8 640	818 459 641	to	9 670
762 304 144	to	4 170	773 009 419	to	9 430	799 133 191	to	3 220	818 926 273	to	6 320
762 324 931	to	4 960	773 112 031	to	2 060	799 177 626	to	7 650	818 950 351	to	0 380
762 439 261	to	9 290	773 125 387	to	5 410	799 854 751	to	5 200	818 962 492	to	2 530
762 524 158	to	4 220	773 179 320	to	9 410	800 044 320	to	4 410	819 032 341	to	2 730
762 584 872	to	4 970	773 202 989	to	3 140	800 211 901	to	2 440	819 127 054	to	7 080
762 593 431	to	3 460	773 208 991	to	9 290	800 427 530	to	7 540	819 278 540	to	8 670

819 544 681	to	4 740	822 925 951	to	6 100	827 005 671	to	5 830	828 939 781	to	0 050
819 928 441	to	8 650	823 284 931	to	4 990	827 287 861	to	7 950	829 002 721	to	2 870
820 034 406	to	4 430	823 293 031	to	3 210	827 291 502	to	1 520	829 005 301	to	5 540
820 070 761	to	1 540	823 556 011	to	6 100	827 575 381	to	5 470	829 080 241	to	0 330
820 191 342	to	1 360	824 078 341	to	8 370	827 609 085	to	9 100	829 160 986	to	1 000
820 274 856	to	4 880	824 156 325	to	6 340	827 619 811	to	9 840	829 176 841	to	6 930
820 600 171	to	0 230	824 511 252	to	1 270	827 883 511	to	3 600	829 471 561	to	1 590
821 172 241	to	2 360	824 588 281	to	8 370	828 160 441	to	0 530	829 561 065	to	1 080
821 229 661	to	9 720	825 140 397	to	0 460	828 376 201	to	6 260	829 566 481	to	6 510
821 229 743	to	9 780	825 409 651	to	9 680	828 441 602	to	1 630	829 569 931	to	9 960
821 903 731	to	3 910	825 472 171	to	2 200	828 539 316	to	9 340			
821 927 841	to	7 850	826 042 898	to	2 920	828 539 341	to	9 370			
822 505 801	to	5 830	826 226 644	to	6 670	828 732 331	to	2 390			
822 703 442	to	3 470	826 582 951	to	3 430	828 807 781	to	7 840			
822 900 991	to	1 020	826 720 201	to	0 230	828 830 952	to	0 963			

— Criminal Investigations Group, Postal Inspection Service, 8-23-12

Verifying U.S. Postal Service Money Orders

Follow these steps to cash a Postal Service™ money order:

1. Check that the amount does not exceed the legal limit: \$1,000 for domestic, and \$700 for international postal money orders.
2. Check that the proper security features are present:
 - When held to the light, a watermark of Benjamin Franklin is repeated from top to bottom on the left side.
 - When held to the light, a dark line (security thread) runs from top to bottom with the word “USPS” repeated.
 - There should be no discoloration around the dollar amounts, which might indicate the amounts were changes.

These appear in Postal Service Notice 299, *U.S. Postal Money Order Reference Card*, or online at www.usps.com/shop/accepting-money-orders.htm.

3. If the money order seems suspicious, call the U.S. Postal Service Money Order Verification System at 866-459-7822.

Please provide this information to local banks and retailers, as they also receive Postal Service money orders for cashing.

— *Retail Services,
Channel Access, 8-23-12*

Counterfeit Canadian Money Order Forms

Do Not Cash

To be posted and used by retail window employees. As directed, destroy previous notices. Destroy all interim notices 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
679,694,334	687,262,525
679,751,983	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	

— *Criminal Investigations Group,
Postal Inspection Service, 8-23-12*

Toll-Free Number Available to Verify Canadian Money Orders

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

This toll-free number is printed on the back of the Canadian Postal Money Orders.

— *Criminal Investigations Group,
Postal Inspection Service, 8-23-12*

Other Information

Overseas Military/Diplomatic Mail

Mail addressed to military and diplomatic post offices overseas is subject to certain conditions or restrictions of mailing regarding content, preparation, and handling. The APO/FPO/DPO table below outlines these conditions by APO/FPO/DPO ZIP Codes™ through the use of footnoted mailing restrictions codes (see the [Restrictions](#) page following the table).

Acceptance clerks should use the table with the integrated retail terminal (IRT) or POS ONE terminal to deter-

mine which APO/FPO/DPO ZIP Codes are active and which conditions of mailing apply. **Acceptance clerks may contact the Military Postal Service Agency with any questions regarding APO/FPO/DPO ZIP Codes, toll free, at 800-810-6098, Monday-Friday, 0730-1600 ET.**

For Express Mail Military Service (EMMS) availability, all acceptance clerks must refer to the local hardcopy EMMS directory.

Changes

APO/FPO/DPO	Action	Effective Date	See Restrictions
DPO AE 09338	Close	08/23/2012	

We have eliminated "Not Active" entries from the table below to save space and paper.

APO/FPO/DPO Table

APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions
09002	A1-A2-B-C-D-H-M-R-U	09060	A1-A2-B-C-D-F1-H-M-R-U	09139	A1-A2-B-C-D-H-M-R-U	09306	A-A1-A2-B-C1-E2-F-F1-H1-R-R1-U2-V-Z1
09003	A1-A2-B-C-D-H-M-P-R-U	09063	A1-A2-B-C-D-L-H-M-R-U	09140	A1-A2-B-C-D-H-M-R-U	09307	A1-A2-B-N-V-Z1
09004	A1-A2-B-C-D-H-M-R-U	09067	A1-A2-B-C-D-H-M-R-U	09142	A1-A2-B-C-D-H-M-R-U	09308	A-A1-A2-B-C1-E2-F-H1-I-M-N-R-V-Z-Z1
09005	A1-A2-B-C-D-H-M-P-R-U	09068	A1-A2-B-C-D-H-U-Z1	09143	A1-A2-B-C-D-H-M-R-U	09309	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1
09006	A1-A2-B-C-D-H-M-R-U	09069	A-A1-A2-B-C-D-H-U-V	09154	A1-A2-B-C-D-H-M-R-U	09310	A-A1-A2-B-C1-E2-F-H1-M-R-V-Z1
09007	A1-A2-B-C-D-H-M-R-U	09075	A1-A2-B-C-D-H-M-R-U	09172	A1-A2-B-C-D-H-M-R-U	09311	A-A1-A2-B-C1-E2-F-H1-M-R-V-Z1
09008	A-A1-A2-B-C-D-H-M-P-R-U	09079	A1-A2-B-C-D-H-M-R-U	09173	A1-A2-B-C-D-H-M-R-U	09313	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1
09009	A1-A2-B-C-D-H-M-R-U	09081	A1-A2-B-C-D-H-M-R-U	09177	A1-A2-B-C-D-H-M-R-U	09314	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1
09011	A1-A2-B-C-D-H-M-R-U	09088	A1-A2-B-C-D-H-M-R-U	09180	A1-A2-B-C-D-H-M-R-U	09320	A-A1-A2-B-C1-E2-F-H1-M-N-R-R1-V-Z1
09012	A1-A2-B-C-D-H-M-R-U	09090	A1-A2-B-C-D-H-M-P-R-U	09186	A1-A2-B-C-D-H-M-R-U	09323	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1
09013	A1-A2-B-C-D-F-F1-H-M-R-U-Z1	09092	A1-A2-B-C-D-H-M-R-U	09211	A1-A2-B-C-D-H-M-P-R-U	09327	A-A1-A2-B-C1-E2-F-F1-H1-M-R-R1-V-Z1
09014	A1-A2-B-C-D-H-M-R-U	09094	A1-A2-B-C-D-H-M-P-R	09213	A1-A2-B-C-D-H-L-M-R-U	09328	A-A1-A2-B-C1-E2-F-H1-R-R1-V-Z1
09020	A1-A2-B-C-D-H-M-R-U	09095	A1-A2-B-C-D-H-M-R-U	09214	A1-A2-B-C-D-H-M-R-U	09330	A-A1-A2-B-C1-E2-F-F1-H1-M-R-R1-V-Z1
09021	A1-A2-B-C-D-H-M-R-U	09096	A1-A2-B-C-D-H-M-R-U	09226	A1-A2-B-C-D-H-M-R-U	09337	A-A1-A2-B-C1-E2-F-F1-H1-M-R-R1-V-Z1
09028	A1-A2-B-C-D-H-M-R-U	09099	A1-A2-B-C-D-H-M-R-U	09227	A1-A2-B-C-D-H-M-R-U	09339	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1
09033	A1-A2-B-C-D-H-M-R-U	09100	A1-A2-B-C-D-H-M-R-U	09229	A1-A2-B-C-D-H-M-R-U	09340	A-A1-A2-B-C1-F-H-R-V
09034	A1-A2-B-C-D-H-M-R-U	09102	A1-A2-B-C-D-H-M-R-U	09237	A1-A2-B-C-D-H-M-R-U-V	09343	A-A1-A2-B-C1-F-M-N-V-Z1
09038	A1-A2-B-C-D-H-M-R-U	09103	A1-A2-B-C-D-H-U	09245	A1-A2-B-C-D-H-M-R-U	09347	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1
09042	A1-A2-B-C-D-H-M-R-U	09104	A1-A2-B-C-D-H-M-R-U	09250	A1-A2-B-C-D-H-M-R-U		
09046	A1-A2-B-C-D-H-M-R-U	09107	A1-A2-B-C-D-H-M-R-U	09261	A1-A2-B-C-D-F1-H-M-R-U-V		
09049	A1-A2-B-C-D-H-M-R-U	09112	A1-A2-B-C-D-H-M-R-U	09263	A1-A2-B-C-D-H-M-R-U		
09053	A1-A2-B-C-D-H-M-R-U	09114	A1-A2-B-C-D-H-M-R-U	09264	A1-A2-B-C-D-H-M-R-U		
09054	A1-A2-B-C-D-H-M-R-U	09123	A1-A2-B-C-D-H-M-R-U	09265	A1-A2-B-C-D-H-M-N-R-U		
09055	A1-A2-B-C-D-F-H-M-R-R1-U-V	09126	A1-A2-B-C-D-H-M-P-R	09267	A1-A2-B-C-D-H-M-R-U		
09058	A1-A2-B-C-D-H-M-R-U	09128	A1-A2-B-C-D-H-M-R-U	09301	A-A1-A2-B-C1-E2-F-H1-I-M-N-R-R1-V-Z-Z1		
09059	A1-A2-B-C-D-H-M-R-U	09131	A1-A2-B-C-D-H-M-R-U	09302	A-A1-A2-B-C1-F-F1-H-M-N-V-Z-Z1		
		09136	A1-A2-B-C-D-F1-H-M-P-R				
		09138	A1-A2-B-C-D-H-M-R-U				

APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions
09348	A-A1-A2-B-C1-E2-F-H1-I-M-N-R-R1-V-Z-Z1	09461	A1-A2-B-C-C1-M-P-R-U	09594	A1-A2-B-V	09716	A1-A2-B-C-M-N-R-V
09352	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09463	A1-A2-B-C-C1-R-U	09599	A1-A2-B-F-F1-R-R1-V	09717	A-A1-A2-B-M-R-V-W
09353	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09464	A1-A2-B-C-C1-R-U	09602	A1-A2-B-C-F-F1-N-R-U-V	09718	A1-A2-B-F-M-N-R-U-V
09354	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09468	A1-A2-B-C-C1-M-R-U	09603	A1-A2-B-C-F-F1-R-U-V	09719	A1-A2-B-C-D-M-R-U-V
09355	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09469	A1-A2-B-C-C1-R-U	09604	A1-A2-B-C-F-F1-P-R-U-V	09720	A1-A2-B-M-R-U-V
09356	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09470	A1-A2-B-C-C1-M-R-U	09605	A1-A2-B-C-D-H-M-R-U-V	09722	A-A1-A2-B-F-H-N-Q-V-Z-Z1
09357	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09494	A1-A2-B-C-C1-M-R-U	09606	A1-A2-B-C-D-H-M-R-U-V	09723	A1-A2-B-M-N-R-U-V-Z1
09360	A1-A2-B-V	09496	A1-A2-B-C-C1-R-U-V	09607	A-A1-A2-B-C-F-F1-M-R-R1-U-U3-V-W	09724	A1-A2-B-C-C1-F1-M-R-R1-U
09363	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09498	A1-A2-B-C-C1-F-F1-F2-J-L-N-R-R1-T-V-Z1	09608	A1-A2-B-C-F-N-U-V	09726	A1-A2-B-M-N-R-U-V
09364	A-A1-A2-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09501	A1-A2-B-V	09609	A1-A2-B-C-F-U	09727	A-A1-A2-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1
09365	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09502	A1-A2-B-V	09610	A1-A2-B-C-F-F1-M-R-U-V	09728	A-A1-A2-B-B2-C-C1-F-J-L-N-R-R1-T-V-Z1
09366	A-A1-A2-B-C1-E2-F-F1-H1-M-R-R1-V-Z1	09503	A1-A2-B-V	09613	A1-A2-B-C-F-U-V	09729	A1-A2-B-C-F-N-R-R1-U-V
09367	A-A1-A2-B-B2-C1-E2-F-H1-M-R-R1-V-Z1	09504	A1-A2-B-V	09617	A1-A2-B-C-F-U	09730	A-A2-B-B2-C-C1-F-J-L-M-N-R-R1-T-V-Z1
09368	A-A1-A2-B-C1-E2-F-H1-M-N-R-V-Z1	09505	A1-A2-B-V	09618	A1-A2-B-C-F-U	09731	A-A2-B-B2-C-C1-F-J-L-M-N-R-R1-T-V-Z1
09369	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V	09506	A1-A2-B-V	09620	A1-A2-B-C-F-U	09732	A1-A2-B-N-V-Z1
09370	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09507	A1-A2-B-V	09621	A1-A2-B-C-F-U	09733	A1-A2-B-N-V
09372	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V	09508	A1-A2-B-V	09622	A1-A2-B-C-F-U	09734	A-A1-A2-B-C-C1-F-J-L-M-N-R-R1-T-V-Z1
09373	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V	09509	A1-A2-B-V	09623	A1-A2-B-C-F-U	09735	A1-A2-B-N-V-Z1
09374	A-A1-A2-B-C1-E2-F-H1-I-M-N-R-V-Z-Z1	09510	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09624	A1-A2-B-C-F-U	09736	A-A1-A2-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1
09378	A-A1-A2-B-C1-E2-F-H1-I-M-N-R-R1-V-Z-Z1	09511	A1-A2-B-V	09625	A1-A2-B-C-F-U	09737	A-A1-A2-B-B2-C-C1-F-I-L-M-N-R-R1-T-V-W-Y-Z-Z1
09380	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09513	A1-A2-B-F-F1-R-R1-V	09626	A1-A2-B-C-F-U	09738	A-A1-A2-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1
09382	A-A1-A2-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09517	A1-A2-B-F-F1-R-R1-V	09627	A1-A2-B-C-F-U	09739	A-A1-A2-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1
09383	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09524	A1-A2-B-F-F1-R-R1-V	09630	A1-A2-B-C-F-U-V	09741	A-A1-A2-B-C1-E2-F-F1-H1-J-L-M-N-R-R1-T-V-W-Y-Z1
09384	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09532	A1-A2-B-F-F1-R-R1-V	09631	A1-A2-B-C-F-U	09742	A-A1-A2-B-B2-F-F1-J-L-M-N-R-T-V-Z1
09387	A-A1-A2-B-C1-E2-F-H1-M-R-V	09534	A1-A2-B-F-F1-R-R1-V	09633	A1-A2-B-B2-C-D-F-F1-M-R-U-U1-U2-U3-V-Z1	09743	A-A1-A2-B-F-H-N-Q-V-Z-Z1
09393	A-A1-A2-B-C1-E2-F-H1-I-M-N-R-R1-V-Z-Z1	09543	A1-A2-B-F-F1-R-R1-V	09636	A1-A2-B-C-F-U	09744	A-A2-B-B2-C-C1-F-J-L-M-N-R-R1-T-V-Z1
09394	A-A1-A2-B-C1-E2-F-F1-H1-M-N-R-R1-V-Z1	09545	A1-A2-B-V	09642	A1-A2-B-M-N-R-U	09745	A-A1-A2-B-F-F1-M-N-R-R1-V-Z1
09397	A-A1-A2-B-C1-E2-F-F1-H1-M-N-R-R1-S-T-V-Z-Z1	09549	A1-A2-B-V	09643	A1-A2-B-M-R-U-V	09747	A1-A2-B-F-J-N-U-V-Z1
09403	A1-A2-B-C-C1-M-R-U	09554	A1-A2-B-F-F1-R-R1-V	09645	A1-A2-B-C-F-F1-U	09748	A-A1-A2-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1
09421	A1-A2-B-C-C1-M-R-U	09556	A1-A2-B-F-F1-R-R1-V	09647	A1-A2-B-N-R-U	09749	A-A1-A2-B-F-H-N-V-Z1
09447	A1-A2-B-C-C1-R-U-V	09567	A1-A2-B-F-F1-R-R1-V	09648	A1-A2-B-N-U-V-Z1	09750	A-A2-B-B2-C-C1-F-J-L-M-N-R-R1-T-V-Z1
09454	A1-A2-B-C-C1-M-R-U-V	09568	A1-A2-B-V	09649	A1-A2-B-N-U-Z1	09751	A1-A2-B-C-D-H-M-R-U
09459	A1-A2-B-C-C1-M-R-U	09569	A1-A2-B-F-F1-R-R1-V	09701	A-A1-A2-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1	09752	A1-A2-B-C-D-H-U
		09570	A1-A2-B-F-F1-R-R1-V	09702	A1-A2-B-C-C1-F1-M-R-R1-U	09759	A-A1-A2-B-B2-C-C1-E2-F-F1-F2-J-L-N-R-R1-T-V-Z1
		09573	A1-A2-B-F-F1-R-R1-V	09703	A1-A2-B-C-F1-H-U		
		09574	A1-A2-B-F-F1-R-R1-V	09704	A1-A2-B-C-V-V1		
		09575	A1-A2-B-F-F1-R-R1-V	09705	A1-A2-B-U		
		09576	A1-A2-B-F-F1-R-R1-V	09706	A1-A2-B-C-N-R-U-V		
		09577	A1-A2-B-V	09707	A1-A2-B-C-J-M-N-R-U-V		
		09578	A1-A2-B-F-F1-R-R1-V	09708	A1-A2-B		
		09579	A1-A2-B-F-F1-R-R1-V	09709	A1-A2-B-F1-H		
		09581	A1-A2-B-F-F1-R-R1-V	09710	A1-A2-B-C-C1-F1-M-N-R-R1-U		
		09582	A1-A2-B-F-F1-R-R1-V	09711	A1-A2-B-F1-N-R-Z1		
		09586	A1-A2-B-F-F1-R-R1-V	09713	A1-A2-B-C-F1-R		
		09587	A1-A2-B-F-F1-R-R1-V	09714	A1-A2-B-C-C1-F1-M-R-R1-U		
		09588	A1-A2-B-V	09715	A1-A2-B-F1-M-R		
		09589	A1-A2-B-V				
		09590	A1-A2-B-V				
		09591	A1-A2-B-F-F1-R-R1-V				
		09593	A1-A2-B-V				

APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions
09769	A-A1-A2-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1	09836	A-A1-A2-B-C-F-M-V-Z1	34011	A1-A2-B-B2-C1-E2-F-J-L-M-N-R-R1-T-V-Z1	96218	A-A1-A2-B-U
09777	A-A1-A2-B-C-E1-L-M-N-R	09837	A1-A2-B-V-Z1	34020	A1-A2-B-J-L-M-N-U-V-Z1	96224	A-A1-A2-B-U
09780	A-A1-A2-B-F-H-N-R-V	09838	A1-A2-B-V-Z1	34021	A1-A2-B-J-L-M-N-U-V-Z1	96257	A-A1-A2-B-U
09798	A1-A2-B-C-D-H-L-U-V	09839	A-A1-A2-B-U-V-Z1	34022	A1-A2-B-D-F-J-L-M-N-U-V-Z1	96258	A-A1-A2-B-U
09801	A-A1-A2-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09840	A-A1-A2-B-V-Z1	34023	A1-A2-B-J-L-M-N-U-V-Z1	96260	A-A1-A2-B-U
09803	A1-A2-B-E2-E3-F-H1-N-R-R1-U1-V-Z1	09841	A-A1-A2-B-N-R-U-Z1	34024	A1-A2-B-L-M-N-U-V-Z1	96262	A-A1-A2-B-U-V
09804	A-A1-A2-B-F-F1-N-R-V-Z1	09842	A-A1-A2-B-M-N-R-Z1	34025	A1-A2-B-F-J-L-M-N-U-V-Z1	96264	A-A1-A2-B-U
09805	A-A2-B-F-F1-R-R1-V-Z1	09844	A-A1-A2-B-C-F-N-U-V-Z1	34030	A1-A2-B-J-L-M-N-U-V-Z1	96266	A-A1-A2-B-U
09806	A-A1-A2-B-C1-E2-F-H1-L-M-N-R-R1-V-Z1	09845	A-A1-A2-B-B2-E3-F-F1-L-M-N-T-V-Z1	34031	A1-A2-B-J-L-M-N-U-V-Z1	96267	A-A1-A2-B-U-V
09807	A-A1-A2-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09846	A-A1-A2-B-B2-C1-F-J-L-N-R-R1-T-V-Z1	34032	A1-A2-B-J-L-M-N-T-U-V-Z1	96269	A-A1-A2-B-U
09809	A1-A2-B-V-Z1	09848	A-A1-A2-B-F-M-R-V-Z1	34033	A1-A2-B-C-F-J-L-M-N-V-Z1	96271	A-A1-A2-B-U
09810	A-A1-A2-B-F-F1-N-R-V-Z1	09852	A1-A2-B-E2-E3-F-H1-N-R-R1-U1-V-Z1	34034	A1-A2-B-J-L-M-N-V-Z1	96275	A-A1-A2-B-V
09811	A1-A2-B-E2-E3-F-H1-N-R-R1-U1-V-Z1	09853	A1-A2-B-E2-F-H1-R-R1-U2-V-Z1	34035	A1-A2-B-H-J-L-M-N-U-V-Z1	96276	A-A1-A2-B
09812	A1-A2-B-E2-E3-F-F1-I-N-R-U-V-Z-Z1	09855	A-A1-A2-B-C1-E2-F-F1-H1-R-R1-U2-V-Z1	34036	A1-A2-B-J-L-M-N-U-V-Z1	96278	A-A1-A2-B-U
09813	A-A1-A2-B-B2-C1-E2-E3-F-J-L-N-R-R1-T-V-Z1	09858	A1-A2-B-E2-E3-F-H1-N-R-R1-U1-V-Z1	34037	A1-A2-B-C-F-H-I-L-M-N-V-Z-Z1	96283	A-A1-A2-B-U
09814	A1-A2-B-E2-E3-F-F1-I-N-R-U-V-Z-Z1	09859	A1-A2-B-C1-F-F1-H1-N-R-R1-V-Z1	34038	A1-A2-B-L-M-N-U-V-Z1	96284	A-A1-A2-B-U-V
09815	A-A1-A2-B-C1-E2-F-F1-H1-M-R-R1-V-Z1	09865	A-A1-A2-B-V-Z1	34039	A1-A2-B-J-L-M-N-U-V-Z1	96303	A1-A2-B-H-J-L-M-N-T-W
09816	A-A1-A2-B-B2-C-C1-E2-E3-F-J-L-N-R-R1-T-V-Z1	09868	A-A1-A2-B-N-U-V-Z1	34041	A1-A2-B-J-L-M-N-T-U-V-Z1	96306	A1-A2-B-F-F1-F2-H-M-W
09817	A-A1-A2-B-B2-C1-E2-E3-F-F1-H-H1-J-L-M-N-R-T-V-Z1	09870	A-A1-A2-B-C1-E2-F-H1-I-M-N-R-R1-T-U-U4-V-Z-Z1	34042	A1-A2-B-D-F-M-N-V-Z1	96309	A1-A2-B-M-V-W
09818	A-A1-A2-B-C-F-M-V-Z1	09871	A-A1-A2-B-C1-E2-F-H1-I-L-M-N-R-R1-T-U-U4-V-Z-Z1	34043	A1-A2-B-J-L-M-N-U-V-Z1	96310	A1-A2-B-M-W
09820	A-A1-A2-B-B2-F-H-H1-J-L-M-N-R-R1-T-V-Z1	09873	A-A1-A2-B-C1-E2-F-H1-I-L-M-N-R-R1-T-U-U4-V-Z-Z1	34044	A1-A2-B-J-L-M-N-U-V-Z1	96319	A1-A2-B-M-W
09821	A-A1-A2-B-F-N-R-V-Z1	09874	A-A1-A2-B-C1-E2-F-H1-I-L-M-N-R-R1-T-U-U4-V-Z-Z1	34045	A1-A2-B-J-L-M-N-U-V-Z1	96321	A1-A2-B-F-F1-F2-H-M-W
09822	A-A1-A2-B-F-R-V-Z1	09875	A-A1-A2-B-C1-E2-F-H1-I-L-M-N-R-R1-T-U-U4-V-Z-Z1	34058	A1-A2-B-F-F1-R-R1-V-Z1	96322	A1-A2-B-F-F1-F2-H-M-W
09823	A-A1-A2-B-F-R-V-Z1	09876	A-A1-A2-B-C1-E2-F-H1-I-M-N-P-R-R1-T-U-U4-V-Z-Z1	34060	A1-A2-B-B2-C1-E2-F-J-L-N-R-R1-T-V-Z1	96323	A1-A2-B-M-V-W
09824	A-A1-A2-B-F-R-V-Z1	09880	A-A1-A2-B-C1-E2-F-F1-H1-R-R1-U-V-Z1	34078	A1-A2-B-F1-N-V-Z1	96326	A1-A2-B-M-W
09825	A-A1-A2-B-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1	09889	A1-A2-B-E2-F-H1-N-R-R1-U2-V-Z1	34090	A1-A2-B-F-F1-R-R1-V	96328	A1-A2-B-M-W
09826	A-A1-A2-B-B2-C1-E1-E2-E3-F-L-M-N-R-R1-T-V-W-Z1	09892	A-A1-A2-B-E2-F-N-R-R1-V-Z1	34091	A1-A2-B-F-F1-R-R1-V	96330	A1-A2-B-M-W
09827	A-A1-A2-B-F-F1-N-R-V-Z1	09898	A1-A2-B-E2-F-H1-N-R-R1-U2-V-Z1	34092	A1-A2-B-F-F1-R-R1-V	96336	A1-A2-B-M-V-W
09828	A1-A2-B-J-L-N-T-V-Z1	34002	A1-A2-B-J-L-N-U-Z1	34093	A1-A2-B-F-F1-R-R1-V	96337	A1-A2-B-M-W
09829	A1-A2-B-C-N-R-V-Z1	34004	A1-A2-B-J-L-N-T-U-V	34095	A1-A2-B-V	96338	A1-A2-B-M-W
09830	A1-A2-B-C-M-N-R-V-Z1	34006	A-A1-A2-B-C1-F1-N-V-Z1	34098	A1-A2-B-V	96339	A1-A2-B-M-V-W
09831	A1-A2-B-F-N-U-V-Z1	34007	A-A1-A2-B-C1-F-F1-M-N-R-R1-V-Z1	34099	A1-A2-B-V	96343	A1-A2-B-M-W
09832	A-A1-A2-B-U1-V-Z1	34008	A1-A2-B-B2-D-E1-F-H-H1-J-L-M-N-R-R1-T-V-Z1	96201	A-A1-A2-B	96346	A1-A2-B-F-F1-F2-H-M-V-W
09833	A1-A2-B-U1-V-Z1			96202	A-A1-A2-B-U	96347	A1-A2-B-F-F1-F2-H-M-W
09834	A1-A2-B-F-F1-R-R1-V-Z1			96203	A-A1-A2-B	96348	A1-A2-B-F-F1-F2-H-M-W
09835	A-A1-A2-B-V-Z1			96204	A-A1-A2-B	96349	A1-A2-B-F-F1-F2-H-M-W
				96205	A-A1-A2-B-U	96350	A1-A2-B-F-F1-F2-H-M-W
				96206	A-A1-A2-B-U	96351	A1-A2-B-F-F1-F2-H-M-W
				96207	A-A1-A2-B-V	96362	A1-A2-B-F-F1-F2-M-W
				96209	A-A1-A2-B-J-L-N-T-U	96365	A1-A2-B-M-V-W
				96213	A-A1-A2-B-U	96367	A1-A2-B-L-M-W
				96214	A-A1-A2-B-U	96368	A1-A2-B-M-W
						96370	A1-A2-B-F-F1-F2-H-M-W
						96372	A1-A2-B-M-W
						96373	A1-A2-B-M-W
						96374	A1-A2-B-M-W
						96375	A1-A2-B-M-W

APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions
96376	A1-A2-B-M-W	96532	A-A1-A2-B-H-J-L-M-N-T-U-V	96601	A1-A2-B-V	96660	A1-A2-B-F-F1-R-R1-V
96377	A1-A2-B-M-W			96602	A1-A2-B-V	96661	A1-A2-B-F-F1-R-R1-V
96378	A1-A2-B-M-W	96534	A-A1-A2-B-F-U	96603	A1-A2-B-V	96662	A1-A2-B-F-F1-R-R1-V
96379	A1-A2-B-M-W	96535	A-A1-A2-B-F-V	96604	A1-A2-B-V	96663	A1-A2-B-F-F1-R-R1-V
96384	A1-A2-B-M-W	96537	A1-A2-B-V	96605	A1-A2-B-V	96664	A1-A2-B-V
96386	A1-A2-B-M-W	96538	A1-A2-B-V	96606	A1-A2-B-V	96665	A1-A2-B-V
96387	A1-A2-B-M-W	96540	A1-A2-B-V	96607	A1-A2-B-V	96666	A1-A2-B-V
96388	A1-A2-B-M-W	96541	A1-A2-B-V	96608	A1-A2-B-V	96667	A1-A2-B-F-F1-R-R1-V
96401	A1-A2-B-F-N-V-Z1	96542	A1-A2-B-V	96609	A1-A2-B-V	96668	A1-A2-B-F-F1-R-R1-V
96426	A-A1-A2-B-C1-E2-F-H1-M-R-V	96543	A1-A2-B-P-V	96610	A1-A2-B-V	96669	A1-A2-B-F-F1-R-R1-V
		96544	A1-A2-B-F-N-U3-V	96611	A1-A2-B-V	96670	A1-A2-B-V
96427	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V	96546	A1-A2-B-F-U3	96612	A1-A2-B-F-F1-R-R1-V	96671	A1-A2-B-F-F1-R-R1-V
		96548	A-A1-A2-B-H-M-U	96613	A-A1-A2-B-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1	96672	A1-A2-B-F-F1-R-R1-V
96447	A1-A2-B-F-N-U3-V-V1	96549	A-A1-A2-B-H-M-U			96673	A1-A2-B-V
96501	A-A1-A2-B-N-V	96550	A-A1-A2-B-H-M-U-V	96614	A-A1-A2-B-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1	96674	A1-A2-B-F-F1-R-R1-V
96502	A1-A2-B-F-N-U3-V	96551	A-A1-A2-B-H-M-N-U			96675	A1-A2-B-F-F1-R-R1-V
96503	A1-A2-B-F-N-U3-V	96552	A1-A2-B	96615	A1-A2-B-F-F1-R-R1-V	96677	A1-A2-B-F-F1-R-R1-V
96507	A-A1-A2-B-F-V	96553	A-A1-A2-B-F-F1-H-M-U	96616	A1-A2-B-F-F1-R-R1-V	96678	A1-A2-B-F-F1-R-R1-V
96510	A1-A2-B-I-N-V	96554	A-A1-A2-B-H-M-U	96617	A1-A2-B-F-F1-R-R1-V	96679	A1-A2-B-F-F1-R-R1-V
96511	A1-A2-B-I-N-V	96555	A1-A2-B-F-M-V	96619	A1-A2-B-V	96681	A1-A2-B-V
96515	A1-A2-B-D-F-U3	96557	A1-A2-B-F-M-V	96620	A1-A2-B-F-F1-R-R1-V	96682	A1-A2-B-V
96516	A1-A2-B-D-F	96562	A-A1-A2-B-B2-C-C1-D-E2-E3-F-F1-H-H1-I-L-M-N-R-T-V-Z-Z1	96621	A1-A2-B-V	96683	A1-A2-B-V
96517	A1-A2-B-F-U3-V			96622	A1-A2-B-F-F1-R-R1-V	96686	A1-A2-B-V
96520	A1-A2-B-F-N-U3-V			96624	A1-A2-B-F-F1-R-R1-V	96687	A1-A2-B-V
96521	A1-A2-B-F-N-U3	96577	A-A1-A2-B-F-H-M-N-U	96628	A1-A2-B-F-F1-R-R1-V	96698	A1-A2-B-V
96522	A1-A2-B-F-N-U	96578	A1-A2-B-B2-F1-H-J-N-R	96629	A1-A2-B-F-F1-R-R1-V		
96530	A-A1-A2-B-F-F1-H-H1-M-N-U-V	96595	A1-A2-B-V	96643	A1-A2-B-F-F1-R-R1-V		
96531	A-A1-A2-B-F-F1-H-M-N-U-V	96598	A1-A2-B-N-V	96650	A1-A2-B-F-F1-R-R1-V		
		96599	A1-A2-B-N-V	96657	A1-A2-B-F-F1-R-R1-V		

RESTRICTIONS

LEGEND

PS Form 2976, *Customs — CN 22 (Old C 1) and Sender's Declaration* (green label)

PS Form 2976-A, *Customs Declaration and Dispatch Note*

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

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

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

A1. Mail addressed to "Any Servicemember," or similar wording such as "Any Soldier," "Sailor," "Airman," or "Marine"; "Military Mail"; etc., is prohibited. Mail must be addressed to an individual or job title such as "Commander," "Commanding Officer," etc.

A2. APO/FPO/DPO addresses shall not include a city and/or country name.

B. Regardless of mail class, a customs declaration form is required for all items weighing 16 ounces or more, or any item (regardless of weight) containing potentially dutiable mail contents (e.g., merchandise) addressed to an APO, FPO, or DPO ZIP Code. PS Form 2976 is required for items weighing less than 16 ounces, and PS Form 2976-A is required for items weighing 16 ounces or more. No customs form is required for items weighing less than 16 ounces when the contents are not potentially dutiable (e.g., documents). When the surface area of the address side of the mailpiece is not large enough to contain a PS Form 2976-A, the smaller PS Form 2976 may be substituted (e.g., the Priority Mail Small Flat Rate Box). The following exceptions apply:

- Known mailers are exempt from providing customs documentation on non-dutiable letters or printed matter. (A known mailer is a business mailer who enters volume mailings through a business mail entry unit (BMEU) or other bulk mail acceptance location, pays postage through an advance deposit account, uses a permit imprint for postage payment, and submits a completed postage statement at the time of entry that certifies that the mailpieces contain no dangerous materials that are prohibited by postal regulations.)
- All federal, state, and local government agencies whose mailings are regarded as "Official Mail" are exempt from providing customs documentation on any item addressed to an APO, FPO, or DPO except for those APOs/FPOs/DPOs to which restriction "B2" applies.
- Prepaid mail from military contractors is exempt, providing the mailpiece is endorsed "Contents for Official Use — Exempt from Customs Requirements."

B2. All federal, state, and local government agencies must complete customs documentation when sending potentially dutiable mail addressed to or from this APO, FPO, or DPO.

C. Cigarettes and other tobacco products are prohibited.

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

D. Coffee is prohibited.

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

E2. Any matter depicting nude or seminude persons, pornographic or sexual items, or nonauthorized political materials is prohibited. Although religious materials contrary to the Islamic faith are prohibited in bulk quantities, items for the personal use of the addressee are permissible.

E3. Radio transceivers, cordless telephones, global positioning systems, scanners, base stations, and handheld transmitters are prohibited.

F. Firearms of any type are prohibited in all classes of mail. See definitions of firearms in DMM 601.12.1.1. This restriction does not apply to firearms mailed to or by official U.S. government agencies. The restriction for mail to this APO/FPO/DPO ZIP Code does not apply to firearms mailed from this APO/FPO/DPO ZIP Code, provided ATF and USPS regulations are met. Antique firearms are a separate category defined in DMM 601.12.1.1h and ATF regulations; they do not require an ATF form.

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

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

G. Only letters, flats, and Periodicals are authorized. Parcels of any class are prohibited.

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

H1. Pork or pork by-products are prohibited.

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

- Maximum length 20 inches.
- Maximum width 12 inches.
- Maximum height 12 inches.

The maximum length and girth combined may not exceed 68 inches.

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

I1. This restriction does not apply to registered mail.

I2. This restriction does not apply to official government mail marked MOM.

J. Parcels may not exceed 108 inches in length and girth combined.

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

L. All official mail is prohibited.

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

N. Registered mail is prohibited.

O. Delivery status information for Extra Services is not available on USPS.com.

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

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

R. All alcoholic beverages, including those mailable under DMM 601.12.7, are prohibited.

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

S. Mail of all classes must fit in a mail sack. Mail may not exceed the following dimensions and weight:

- Maximum length 12 inches.
- Maximum width 12 inches.
- Maximum height 5 1/2 inches.
- Maximum weight 25 pounds.

The maximum length and girth combined may not exceed 47 inches.

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

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

U1. Mail is limited to First-Class Mail weighing 13 ounces or less when addressed to Box R. This restriction does not apply to mail endorsed "Free Matter for the Blind or Handicapped." Videotapes are prohibited when addressed to Box R, regardless of weight.

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

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

U4. Mail addressed to Box C is limited to 2 pounds, regardless of class.

V. Express Mail Military Service (EMMS) not available from any origin.

V1. Delivery Confirmation service is not available.

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

X. Personal mail is limited to First-Class Mail items (to include audio cassettes and voice tapes) weighing 13 ounces or less. This limitation does not apply to official mail.

Y. Mail is limited to First-Class and Priority Mail items only. All Periodicals, Standard Mail items, and Package Services items (including SAM and PAL) are not authorized. This restriction also applies to official mail.

Z. No outside pieces (OSPs).

Z1. The following restriction is applicable only to International Service Centers (ISC)/Exchange Offices. An Anti-Pilferage Seal (Item No O817E or O818A) is required on all pouches and sacks.

Displaying the U.S. Flag and the POW-MIA Flag

U.S. Flag at Half-Staff

How to Display

Displaying the U.S. flag at *half-staff* means lowering the flag to half the distance between the top and bottom of the staff.

Specific Dates

Display the U.S. flag at half-staff on the following days each year:

- May 15: Peace Officers Memorial Day (see note 1 below).
- Last Monday in May: Memorial Day Observed (see note 2 below).
- December 7: National Pearl Harbor Remembrance Day.



Note 1: When May 15, which is the date for Peace Officers Memorial Day, falls on the third Saturday in May, which is the date for Armed Forces Day, display the U.S. flag in the full-staff position, *not* at half-staff.

Note 2: On the last Monday in May, when Memorial Day is observed, display the flag at half-staff from sunrise, or the hour at which you raise it, until noon, and then hoist it to the peak of the staff, until the time of closing or no later than sunset.

POW-MIA Flag

How to Display

In relation to the U.S. flag, display the POW-MIA flag (and any other flag) as follows:

- If displayed on the same flagstaff, place it below the U.S. flag.
- If displayed on a separate flagstaff, place it at the same level or lower. If displayed at the same level, place it on the U.S. flag's left.

When flying the U.S. flag at half-staff, fly the POW-MIA flag (and any other flags) at half-staff also.

Specific Dates

Display the POW-MIA flag on the following days each year:

- Armed Forces Day: Third Saturday in May.
- Memorial Day: Last Monday in May.
- Flag Day: June 14.
- Independence Day: July 4.
- National POW-MIA Recognition Day: Third Friday in September.
- Veterans Day: November 11.

If any of these days fall on a nonbusiness day, display the POW-MIA flag on the last business day before the designated day.

For more detailed information about flying the U.S. flag and the POW-MIA flag, see the following parts in the *Administrative Support Manual (ASM)*:

- ASM 472, U.S. Flag Display.
- ASM 476, POW-MIA Flag Display.



DID YOU KNOW?



**You can call the
Mail Transport
Equipment
Recovery hotline
(866-330-3404)**

**if you see MTE
outside the
postal network.**

Information Security

Reporting Online Threats

In the event of a cyber security incident or threat, call the Computer Incident Response Team (CIRT) at 866-877-7247. Employees also can e-mail CIRT at uspscirt@usps.gov.

Employees traveling outside the U.S. should call 1-919-501-9299.

In addition to notifying CIRT, employees should:

- Notify their immediate supervisors.
- Contact local technical support or IT systems administrators.

- Let their local Postal Inspection Service office know. Those who don't know how to contact their local office, can call 877-876-2455 or go online at <https://ribbs.usps.gov/locators/find-is.cfm>.

When reporting an incident, employees should follow instructions given to them, document all communications and actions, and complete PS Form 1360, *Information Security Incident Report*.

— *Corporate Information Security,
Chief Information Officer, 8-23-12*

Mailing and Shipping Services

Mail Alert

The mailings below will be deposited in the near future. Offices should process this mail according to applicable service standards with the in-home dates in mind. Mailers wishing to participate in these alerts, for mailings of 1 million pieces or more, should contact Business Service Network Integration at 202-268-3258 at least 1 month preceding the requested delivery dates. The Postal Ser-

vice™ also offers electronic Mail Alerts via ADVANCE. For more information, see the *ADVANCE Notification & Tracking System Technical Guide* on the Internet at http://ribbs.usps.gov/advance/documents/tech_guides/advtech.pdf or contact the National Customer Support Center at 800-238-3150.

Requested Delivery Dates	Title of Mailing	Class and Type of Mail	Number of Pieces (Millions)	Distribution	Presort Level	Comments
8/25/12–9/03/12	Costco Connection	Standard/Flat	8.5	National	3/5 Digit	Quad Graphics
8/27/12–8/30/12	Home at Five	Standard Catalog	1.0	National	3/5 Digit	Nationwide
8/30/12–9/01/12	Jcp — Wk 31 Sephora	Standard Catalog	1.2	National	3/5 Digit	Harte-Hanks/RRD
8/30/12–9/04/12	Costco.com	Standard/Flat	3.0	National	3/5 Digit	Segerdahl Graphics
9/05/12–9/07/12	Nordstrom May Book	Standard/Flat	1.876	National	3/5 Digit	Nationwide

— *Business Customer Support and Services, Customer and Industry Affairs, 8-23-12*

Retail

Stop Sending Copies of PS Form 8176, Premium Forwarding Service Application, to Headquarters

Offices are no longer required to send a copy of PS Form 8176, *Premium Forwarding Service® (PFS®) Application*, to Headquarters (HQ). In 2005, the application was a four-part form and “Distribution: Copy 3 — HQ” was sent to Headquarters. The form has been revised multiple times and “Distribution: Copy 3 — HQ” has not been a part of the application for several years, but we continue to get copies of the application. Many offices continue to use the 2005 or 2006 edition of the form, and others are making copies of “Distribution: Copy 1 — Post Office” and sending it to HQ.

Please use the most current, January 2011, edition of the form. It has a new format and the Terms and Conditions have been updated. You can order the current edition of the form from the Material Distribution Center and use touch-tone order entry (TTOE). Call 800-273-1509.

Note: You must be registered to use TTOE. To register, call 800-332-0317, option 1, extension 2925, and follow the prompts to leave a message. (Wait 48 hours after registering before placing your first order.)

Use the following information to order PS Form 8176:

PSIN:	PS8176
PSN:	7530-07-000-6197
Unit of Measure:	EA
Minimum Order Quantity:	1
Maximum Order Quantity:	1000
Bulk Pack Quantity:	1000
Quick Pick Number:	640
Price:	\$0.0712
Edition Date:	01/11

See Publication 621, *PFS Guidebook for Employees*, for PFS rules. You can access Publication 621 online at <http://blue.usps.gov/cpim/ftp/pubs/pub621.pdf>.

— Retail Services,
Channel Access, 8-23-12

Safety

Correction: Protecting our Workers: Powered Industrial Truck Safety

The article, “Protecting our Workers: Powered Industrial Truck Safety” in *Postal Bulletin* 22343 (8-9-2012, page 3) is incorrect. The correct article is given here.

Powered industrial trucks (PITs) are used in many industries, primarily to move materials. Typically, within the Postal Service™ work environment, PITs contain an electric motor and are used to raise, lower, or move pallets and tow containers.

Employers must ensure that each powered industrial truck operator has been trained by a Competent/Qualified PIT instructor. Only trained and certified operators are permitted to utilize PIT equipment. Each certification must be written and contain the name of the operator, the date of the training, the evaluation dates, the name of the person(s) performing the training or evaluation, and the type of PIT equipment.

An evaluation of each PIT operator’s performance shall be conducted at least once every 3 years on each type of PIT the operator uses. Additionally, refresher training must be delivered when an unsafe operation is observed, when

an accident or near-miss incident occurs, when an operator is assigned to operate a new type of PIT, or when conditions change.

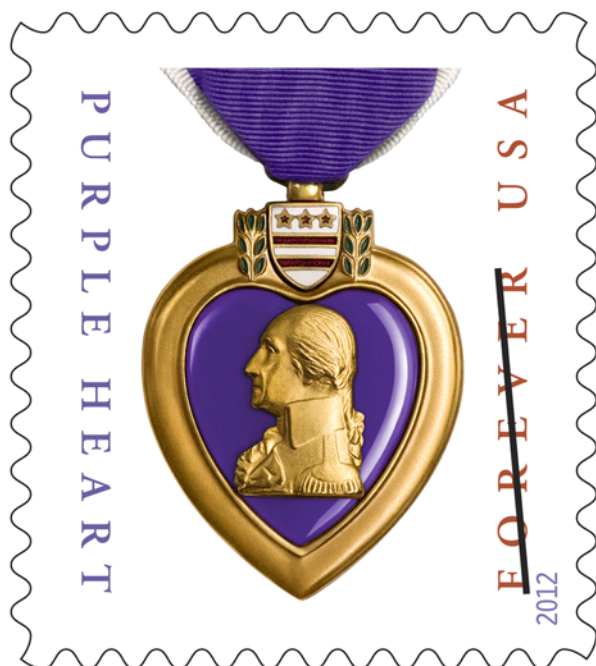
To enforce a high standard of professional and safe operating performance, a minimum of two PIT observations must be conducted per employee annually using PS Form 4584-P, *Observation of Driving Practices — Powered Industrial Trucks (PITs)*. This form, when used correctly, can aid in identifying and eliminating unsafe driving practices that can lead to accidents and injuries.

All PIT equipment must be examined before being placed in service and shall not be placed in service if the examination shows any condition adversely affecting the safe operation of the vehicle. All repairs shall be made by qualified personnel, and vehicles must be removed from service until the defect can be remedied.

— Safety and Health,
Employee Resource Management, 8-23-12

Stamp Services

Stamp Announcement 12-47: Purple Heart Medal



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On September 4, 2012, in Washington, DC, the Postal Service™ will issue a *Purple Heart Medal* First-Class Mail® Forever® stamp (priced at 45 cents) in one design in a pressure-sensitive adhesive (PSA) pane of 20 stamps (Item 115400).

The stamp will go on sale nationwide September 4, 2012.

The U.S. Postal Service® continues to honor the sacrifices of the men and women who serve in the U.S. military with the issuance of the *Purple Heart Medal* stamp that depicts the medal suspended from its purple and white ribbon. The stamp design features a photograph taken by Ira Wexler of a Purple Heart Medal awarded during World War II. The 2011 Purple Heart with Ribbon stamp was reworked in 2012 to display a slightly larger image of the Purple Heart Medal on a pure white background. The stamp was given the name *Purple Heart Medal*.

Distribution: Item 115400, Purple Heart Medal First-Class Mail Forever (Priced at 45 cents) PSA Pane of 20 Stamps

Stamp distribution offices (SDOs) and stamp distribution centers (SDCs) will receive their standard automatic distribution quantity for a PSA pane stamp. Distributions are rounded up to the nearest master carton size of 40,000 stamps.

Initial Supply to Post Offices

SDOs/SDCs will not make any automatic distribution to Post Offices™. Post Offices requiring Item 115400 must requisition them from their designated SDO/SDC using PS Form 17, *Stamp Requisition/Stamp Return*. Post Offices may preorder SDOs/SDCs through the Stamps Service System (SSS) beginning 30 days prior to the first day of issue. SDOs/SDCs must not distribute this stamp to Post Offices before August 21, 2012. SDOs/SDCs may substitute the current version of the *Purple Heart* stamp, Item 114900, until inventory is depleted.

Sales Policy

All Post Offices should maintain a sufficient inventory level of this item until the stamp is officially withdrawn from sale. If supplies run low, Post Offices must reorder additional quantities using their normal ordering procedures.

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

Customers have 60 days to obtain the first day of issue postmark by mail. They may purchase new stamps at their local Post Office, at The Postal Store® website at www.usps.com/shop, or by calling 800-STAMP-24. They should affix the stamps to envelopes of their choice, address the envelopes (to themselves or others), and place them in a larger envelope addressed to:

Purple Heart Medal Stamp
Special Cancellations
PO Box 92282
Washington, DC 20090-2282

After applying the first day of issue postmark, the Postal Service will return the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by November 5, 2012.

How to Order First Day Covers

The Postal Service also offers first-day covers for new stamp issues and Postal Service 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*, online at www.usps.com/shop, or by calling 800-782-6724. Customers may request a free catalog by calling 800-782-6724 or writing to:

U.S. Postal Service
Catalog Request
PO Box 219014
Kansas City, MO 64121-9014

Philatelic Products

There are three philatelic products available for this stamp issue:

- 115461*, First Day Cover, \$0.89.
- 115484, Uncut Press Sheet without die cut (3 random panes), \$27,00 (Print Quantity of 2,000).
- 115493*, Cancellation Keepsake, \$9.95.

Items with an asterisk (*) will use the 128 barcode from Stamp Fulfillment Services. All other philatelic products will continue to use barcode series A, with the exception of the Yearbook and the Guide Book.

Issue:	<i>Purple Heart Medal</i>
Item Number:	115400
Denomination & Type of Issue:	First-Class Mail® Forever
Format:	Pane of 20 (1 design)
Series:	N/A
Issue Date & City:	September 4, 2012, Washington, DC 20066 (No Ceremony)
Designer:	Jennifer Arnold, Washington, DC
Art Director:	Jennifer Arnold, Washington, DC
Typographer:	Greg Breeding, Charlottesville, VA
Photographer:	Ira Wexler, Braddock Heights, MD
Engraver:	WRE
Modeler:	Avery Dennison, Designed and Engineered Solutions
Manufacturing Process:	Gravure
Printer:	Avery Dennison (AVR)
Printed at:	AVR, Clinton, SC
Press Type:	Dia Nippon Kiko (DNK)
Stamps per Pane:	20
Print Quantity:	300 million stamps
Paper Type:	Prephosphored, Type I
Adhesive Type:	Pressure-sensitive
Processed at:	AVR, Clinton, SC
Colors:	Yellow, Magenta, Cyan, Black, PMS 266 (Purple); PMS 1805 (Red)
Stamp Orientation:	Vertical
Image Area (w x h):	0.73 x 0.84 in./18.54 x 21.34 mm
Overall Size (w x h):	0.87 x 0.98 in./22.10 x 24.90 mm
Full Pane Size (w x h):	5.25 x 4.825 in./133.35 x 122.55 mm
Plate Size:	420 stamps per revolution
Plate Numbers:	"V" followed by six (6) single digits
Marginal Markings:	
Front:	Header: "Purple Heart" • "The Medal for the Combat Wounded" • Plate numbers in four corners of pane
Back:	© 2012 USPS • USPS logo • Plate position diagram • Barcode (115400) in upper right and lower left corners of pane • Promotional text

— Stamp Services,
Marketing and Sales, 8-23-12

DID YOU KNOW?



**USPS is
testing 10
Navistar eStar
electric step
vans.**

Holiday FY '13 Philatelic Products for Sale in Retail

In early September, 2012, participating Post Office™ locations will receive shipments of five new philatelic products to merchandise and sell during the Holiday '13 philatelic product drive period along with other philatelic products already on display. Upon receipt, all offices must assign these products as part of their Retail Floor Stock in POS ONE so that the Inventory Replenishment System can detect and monitor the products as they are sold. Failure to do so will signal a zero balance for the products in Retail Floor Stock and trigger unwanted product replenishment. The Standard Operating Procedures for philatelic product acceptance are posted on the Customer Services Operations and Retail website on Blue at http://blue.usps.gov/customerservicesoperationsandretail/productsandservices/consumerproducts/featured_products.shtml. Click "Receiving Philatelic Product" at the bottom of the page.

Display the following philatelic products on the designated *Featured Items* slatwall section in participating postal lobbies during the Holiday '13 drive period (September through January):

Item Number	Philatelic Products to Display in Holiday, FY '13	Price
470099	Mail a Smile DCP Cancellation Keepsake (new)	\$10.95
470066	Mail a Smile Premium Postcard Set (new)	\$15.95
468894	Twentieth-Century Poets Notecard Set (new)	\$14.95
468799	Heart Health DCP Cancellation Keepsake (new)	\$10.95
470177	Earthscapes Puzzle (new)	\$17.95
468294	Cherry Blossoms Centennial Notecard Set (remains on display from previous period)	\$13.95
577071	The Civil War: 1862 Commemorative Folio (remains on display from previous period)	\$15.95
231794	Purple Martin Stamped Envelopes (ten pack) (remains on display from previous period)	\$7.95
991100	2012 Stamp Yearbook (will be shipped separately in October)	\$64.95

Item Number	Philatelic Products to Display in Holiday, FY '13	Price
891100	<i>The Postal Service Guide to U.S Stamps, 39th Edition</i> (will be shipped separately in October)	\$21.95

Initial supplies of the *2012 Stamp Yearbook* and *The Postal Service Guide to U.S Stamps, 39th Edition* will be shipped separately in October. Offices that do not receive automatic shipments of the books can order them from the appropriate Stamp Distribution Center (SDC). The new yearbooks and guides are to remain on display throughout FY '13.

To view the Holiday '13 planogram showing the proper placement of the philatelic products, please refer to the Planograms page of the Customer Services Operations and Retail website on Blue at <http://blue.usps.gov/customerservicesoperationsandretail/productsandservices/consumerproducts/planograms.shtml>. Under "Featured Items Planograms," click "Planogram 1."

Remove the following items from display upon receipt of the new products:

Item Number	Philatelic Products to be Removed From Display
577099	The Civil War: 1862 DCP Cancellation Keepsake
576994	Lunar New Year: Year of the Dragon Notecard Set
576999	Lunar New Year: Year of the Dragon DCP Cancellation Keepsake
688094	Bonsai Notecards

Please note that philatelic products removed from display, particularly the *2011 Stamp Yearbook*, may still be sold in retail until they are officially withdrawn from sale as announced in periodic *Postal Bulletin* Philately articles. Only after the products are officially withdrawn from sale, may they be returned to the appropriate SDC for destruction.

— Stamp Services,
Marketing and Sales, 8-23-12

Stamp Stock Items Withdrawn From Regular Sale and From Sale at Philatelic Centers

Effective close-of-business September 30, 2012, all Post Offices™, stations, branches, postal stores, vending outlets, and authorized philatelic centers must withdraw the stamp stock items and products listed below and their related vending and store-prepared stamp items from sale and prepare them for destruction. Submit items to destruction sites according to local established procedures, under the guidelines in Handbook F-101, *Field Accounting Procedures*, and subchapter 11-6, Returning Stock to the Stamp Distribution Office or Stamp Distribution Center.

Do not permit sales of the stamp stock items, products, and their related vending and store-prepared stamp items listed below at retail counters and outlets after September 30, 2012. Stamp items listed with an asterisk (*) remain on sale at Stamp Fulfillment Services via the *USA Philatelic Catalog*.

Note: This notice does not apply to philatelic products unless specifically listed below. Philatelic products that contain or are packaged with stamps removed from sale will remain on sale until further notice.

Item Number	Description
466276*	\$13.95 Barbara Jordan Diary Page/Maxi Card
466291*	\$6.95 Barbara Jordan Ceremony Program
466299*	\$10.95 Barbara Jordan Cancellation Keepsake
467100*	\$0.45 Latin Music Legends Pane of 20
467300*	\$0.45 American Scientists Pane of 20
467400*	\$0.45 U.S. Merchant Marine Pane of 20
467491*	\$6.95 U.S. Merchant Marine Ceremony Program
467499*	\$15.94 U.S. Merchant Marine Cancellation Keepsake
467584*	\$88.00 Owney the Postal Dog Uncut Press Sheet
467591*	\$6.95 Owney the Postal Dog Ceremony Program
467691*	\$6.95 Edward Hopper Ceremony Program
467699*	\$10.95 Edward Hopper Cancellation Keepsake
467700*	\$0.45 Romare Bearden Pane of 16
467776*	\$12.95 Romare Bearden Diary Page and Pane
467791*	\$6.95 Romare Bearden Ceremony Program
467799*	\$12.95 Romare Bearden Cancellation Keepsake
467800*	\$0.45 Pioneers of Am. Industrial Design Pane of 12
467971*	\$16.95 Send a Hello First Day of Issue Collection w/Pane of 20
467984*	\$35.20 Send a Hello Uncut Press Sheet
467991*	\$6.95 Send a Hello Ceremony Program
573300*	\$8.10 2009 Forever Stamp ATM/18
573998*	\$39.50 Civil Rights CDP & EX/African American
576293*	\$9.95 Neon Celebrate Keepsake
576671*	\$19.50 Save Vanishing Species First Day Issue Collection
576691*	\$7.06 Save Vanishing Species Ceremony Program
576699*	\$12.95 Save Vanishing Species Keepsake
788391*	\$6.95 Flags of Our Nation-5 Ceremony Program
802040*	\$6.95 Royal Wedding Miniature Sheet
802065*	\$6.95 Royal Wedding Digital Color Postmark

Item Number	Description
466261	\$0.88 Barbara Jordan First Day Cover
466265	\$1.60 Barbara Jordan Digital Color Postmark
467463	\$3.52 U.S. Merchant Marine First Day Cover Set of 4
467468	\$6.40 U.S. Merchant Marine Digital Color Postmark Set of 4
467500	\$0.45 Owney the Postal Dog Pane of 20
467561	\$0.88 Owney the Postal Dog First Day Cover
467565	\$1.60 Owney the Postal Digital Color Postmark
467599	\$10.95 Owney the Postal Dog Keepsake Pane w/DCP
467600	\$0.45 Edward Hopper Pane of 20
467661	\$0.88 Edward Hopper First Day Cover
467665	\$1.60 Edward Hopper Digital Color Postmark
467763	\$3.52 Romare Bearden First Day Cover Set of 4
467768	\$6.40 Romare Bearden Digital Color Postmark Set of 4
467963	\$4.40 Send a Hello First Day Cover Set of 5
467967	\$4.40 Send a Hello First Day of Sale Cover Set of 5
467968	\$8.00 Send a Hello Digital Color Postmark Set of 5
467992	\$0.95 Send a Hello Stamp Deck Card - SDC
467994	\$1.95 Send a Hello Stamp Deck Card - DCP
576661	\$0.99 Save Vanishing Species Semi-postal First Day Cover
576665	\$1.71 Save Vanishing Species Semi-postal DCP
576761	\$0.88 Eid First Day Cover
576765	\$1.60 Eid Digital Color Postmark
676600	\$9.00 2009 Forever Stamp Booklet of 20
678961	\$0.82 Forever Stamp FDC
679463	\$1.76 Lady Liberty and U.S. Flag First Day Cover Set of 2
786462	\$0.81 1-cent Tiffany Lamp First Day Cover
787255	\$28.00 28-cent Polar Bear Stamp Card Rate - OMAS
788363	\$8.80 Flags of Our Nation-5 First Day Cover Set of 10
788367	\$8.80 Flags of Our Nation-5 First Day of Sale Covers
788368	\$16.00 Flags of Our Nation-5 Digital Color Postmark Set of 10
802074	\$7.95 Royal Wedding Pack

Listed stamp items were taken off-sale at regular sales units. Effective September 30, 2012, they are off sale at SFS.

679300	\$4.40 U.S. Flag Booklet of 10
787100	\$1,320 (.44) US Flag Gum Coil of 3,000
787700	\$1,320 (.44) US Flag PSA Coil of 3,000
787800	\$4,400 (.44) US Flag PSA Coil of 10,000

Listed stamp item was previously removed from sales at SFS, but remained on sale in the field. Effective September 30, 2012, the item is to be taken off sale entirely.

573361	\$0.80 2009 Forever Stamp ATM First Day Cover
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— Stamp Services,
Marking and Sales, 8-23-12

Pictorial Postmarks Announcement

As a community service, the Postal Service™ offers pictorial postmarks to commemorate local events celebrated in communities throughout the nation. A list of events for which pictorial postmarks are authorized appears below. The sponsor of the pictorial postmark appears in *italics* under the date. Also provided are illustrations of these postmarks.

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

All requests must include a stamped envelope or postcard bearing at least the minimum First-Class Mail® postage. Items submitted for postmark may not include

postage issued after the date of the requested postmark. Such items will be returned unserved.

Customers wishing to obtain a postmark 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 Postmarks, followed by the Name of the Station, Address, City, State, ZIP+4® Code, as listed below.

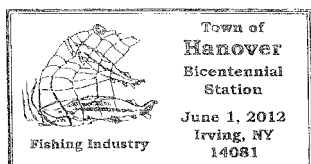
Customers can also send stamped envelopes and postcards without addresses for postmark, as long as they supply a larger envelope with adequate postage and their return address. After applying the pictorial postmark, the Postal Service returns the items (with or without addresses) under addressed protective cover.

The following pictorial postmarks have been extended for 90 days:



June 1, 2012

Town of Hanover History Center
Walnut Falls Station
Postmaster
17 Main Street
Forestville, NY 14062-9998



June 1, 2012

Town of Hanover History Center
Fishing Industry Station
Postmaster
12746 Erie Street
Irving, NY 14081-9998



June 1, 2012

Town of Hanover History Center
Great Black Walnut Tree Station
Postmaster
37 Main Street
Silver Creek, NY 14136-9998

The following pictorial postmarks have been extended for 30 days:



July 12, 2012

United States Postal Service
Opening Day Station
Postmaster
2000 Royal Oaks Drive
Sacramento, CA 95813-9998



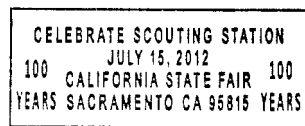
July 13, 2012

United States Postal Service
Largest Margarita Station
Postmaster
2000 Royal Oaks Drive
Sacramento, CA 95813-9998



July 14, 2012

United States Postal Service
Splash Dog Station
Postmaster
2000 Royal Oaks Drive
Sacramento, CA 95813-9998



July 15, 2012

United States Postal Service
Celebrate Scouting Station
Postmaster
2000 Royal Oaks Drive
Sacramento, CA 95813-9998



July 16, 2012

United States Postal Service
Tony Hawk Day Station
Postmaster
2000 Royal Oaks Drive
Sacramento, CA 95813-9998



July 17, 2012

United States Postal Service
United States Navy Week Station
Postmaster
2000 Royal Oaks Drive
Sacramento, CA 95813-9998



July 18, 2012

United States Postal Service
Birds in Paradise Station
Postmaster
2000 Royal Oaks Drive
Sacramento, CA 95813-9998



July 19, 2012

United States Postal Service
First Responders Day Station
Postmaster
2000 Royal Oaks Drive
Sacramento, CA 95813-9998



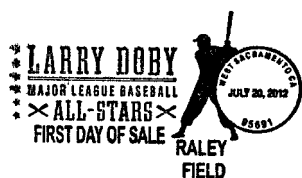
July 20, 2012

United States Postal Service
 Wizard's Challenge Station
 Postmaster
 2000 Royal Oaks Drive
 Sacramento, CA 95813-9998



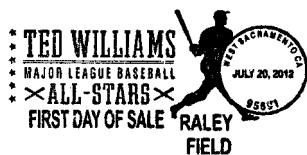
July 20, 2012

United States Postal Service
 All Stars FDOS
 Postmaster
 2000 Royal Oaks Drive
 Sacramento, CA 95813-9998



July 20, 2012

United States Postal Service
 Larry Doby FDOS
 Postmaster
 2000 Royal Oaks Drive
 Sacramento, CA 95813-9998



July 20, 2012

United States Postal Service
 Ted Williams FDOS
 Postmaster
 2000 Royal Oaks Drive
 Sacramento, CA 95813-9998



July 20, 2012

United States Postal Service
 Willie Stargell FDOS
 Postmaster
 2000 Royal Oaks Drive
 Sacramento, CA 95813-9998



July 20, 2012

United States Postal Service
 Joe DiMaggio FDOS
 Postmaster
 2000 Royal Oaks Drive
 Sacramento, CA 95813-9998



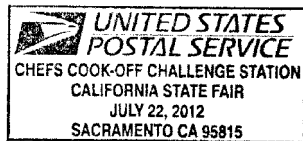
July 21, 2012

United States Postal Service
 All-Stars California State Fair
 Postmaster
 2000 Royal Oaks Drive
 Sacramento, CA 95813-9998



July 21, 2012

United States Postal Service
All Stars FDOS
Postmaster
40 Main Street
Cooperstown, NY 13326-9998



July 22, 2012

United States Postal Service
Chefs Cook-off Challenge Station
Postmaster
2000 Royal Oaks Drive
Sacramento, CA 95813-9998



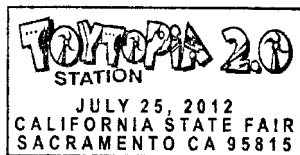
July 23, 2012

United States Postal Service
Ferris Wheel Ride Station
Postmaster
2000 Royal Oaks Drive
Sacramento, CA 95813-9998



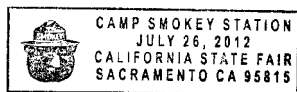
July 24, 2012

United States Postal Service
Kids Day Station
Postmaster
2000 Royal Oaks Drive
Sacramento, CA 95813-9998



July 25, 2012

United States Postal Service
Toytopia Station
Postmaster
2000 Royal Oaks Drive
Sacramento, CA 95813-9998



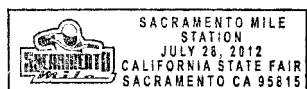
July 26, 2012

United States Postal Service
Camp Smokey Station
Postmaster
2000 Royal Oaks Drive
Sacramento, CA 95813-9998



July 27, 2012

United States Postal Service
100 Years of Fruit and Sunshine Station
Postmaster
2000 Royal Oaks Drive
Sacramento, CA 95813-9998



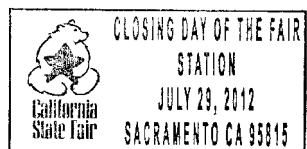
July 28, 2012

United States Postal Service
Sacramento Mile Station
Postmaster
2000 Royal Oaks Drive
Sacramento, CA 95813-9998



July 28, 2012

United States Postal Service
National Dance Day Station
Postmaster
7001 S. Central Avenue Rm. 307
Los Angeles, CA 90052-9998



July 29, 2012

United States Postal Service
Closing Day of the Fair Station
Postmaster
2000 Royal Oaks Drive
Sacramento, CA 95813-9998



July 30, 2012

Preservation Society, Fells Point
Star Spangled Banner Trail Station
MOWS
900 East Fayette Street
Baltimore, MD 21233-9998



August 3, 2012

Stone Harbor Department of Tourism
Coastal Air Mail Delivery Station
Postmaster
9601 2nd Avenue
Stone Harbor, NJ 08247-9998



August 10, 2012

National Hobo Convention Hobo Museum
Hobo Station
Postmaster
52 1st Street SW
Britt, IA 50423-1512



August 10, 2012

Americover
Good Morning Americover Station
Postmaster
15642 Sand Canyon Avenue
Irvine, CA 92619-9998



August 11, 2012

Americover
Good Afternoon Americover Station
Postmaster
15642 Sand Canyon Avenue
Irvine, CA 92619-9998



August 12, 2012

Americover
Good Evening Americover Station
Postmaster
15642 Sand Canyon Avenue
Irvine, CA 92619-9998



125th Anniversary
Celebration Station
August 12th, 2012
Winsted, MN 55395

August 12, 2012

Winsted Summer Festival Committee
Winsted 125th Anniversary Station
Postmaster
PO Box 9998
Winsted, MN 55395



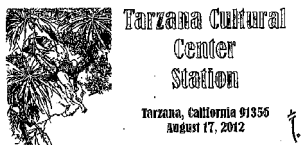
August 16, 2012

Girl Scout Troup 9041
GMF Window Station
Postmaster
6701 Winton Blount Blvd
Montgomery, AL 36119-9998



August 16-19, 2012

United States Postal Service
APS Stampshow Station
Postmaster
2000 Royal Oaks Drive
Sacramento, CA 95813-9998



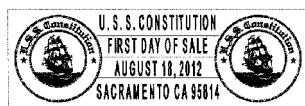
August 17, 2012

Edgar Rice Burroughs, Inc.
Tarzan Cultural Center Station
Postmaster
5609 Yolanda Street
Tarzana, CA 91356



August 17, 2012

United States Postal Service
Edgar Rice Burroughs FDOS
Postmaster
2000 Royal Oaks Drive
Sacramento, CA 95813-9998



August 17, 2012

United States Postal Service

USS Constitution FDOS

Postmaster

2000 Royal Oaks Drive

Sacramento, CA 95813-9998



August 17, 2012

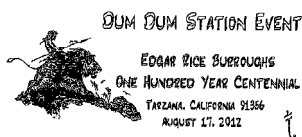
State House

State House Station

Postmaster

87 State Street

Montpelier, VT 05602-9998



August 17-18, 2012

Edgar Rice Burroughs, Inc.

Dum Dum Station

Postmaster

5609 Yolanda Street

Tarzana, CA 91356-9998



August 18, 2012

United States Postal Service

Black Hawk Station

Postmaster

7501 Captain Soelzer Street

Black Hawk, SD 57718-9998



August 18, 2012

Centre Street Congregational Church

Wild Blueberry Festival Station

Postmaster

89 Court Street

Machias, ME 04654-9998



August 20, 2012

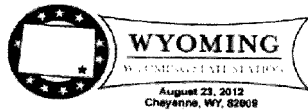
Jet Propulsion Laboratory

Interstellar Station

Postmaster

600 Lincoln Avenue

Pasadena, CA 91105-9998



August 23, 2012

United States Postal Service
Wyoming State Station
Postmaster
4800 Converse Street
Cheyenne, WY 82009-9998



War of 1812 Visitor Center
Grand Opening Station
August 24, 2012
Bladensburg, MD 20710

August 24, 2012

Bladensburg, Waterfront Park

War of 1812 Visitor Center
Grand Opening Station
Postmaster
4921 Tilden Road
Bladensburg, MD
20710-9998



August 23, 2012

United States Postal Service
Paterson NJ Station
Postmaster
194 Ward Street
Paterson, NJ 07510-9998



August 24, 2012

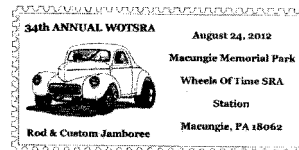
Le Sueur County Pioneer Power

Grand Opening Station
Postmaster
PO Box 9998
Pemberton, MN
56078-9998



August 23-24, 2012

Reeds Exhibitions
Star Wars Celebration
Postmaster
PO Box 620045
Orlando, FL 32862-0045



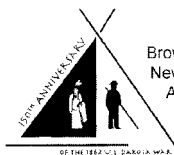
August 24, 2012

Wheels of Time Street Rod Association
Wheels of Time SRA Station
Postmaster
51 West End Trail
Macungie, PA 18062-9998



August 23-
September 3, 2012

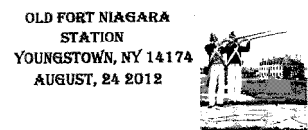
United States Postal Service
Minnesota State Fair Post
Office Station
Supervisor — St Paul Main
Window
PO Box 645014
St. Paul, MN 55164-5001



August 25, 2012

Brown County Historical Society

Brown County Station
Postmaster
PO Box 9998
New Ulm, MN 56073-9998



August 24, 2012

Old Fort Niagara
Old Fort Niagara Station
Postmaster
615 Main Street
Niagara Falls, NY
14302-9999

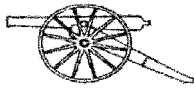


August 25, 2012

Medina Lake Preservation Society

Castroville Station
Postmaster
1305 Hwy. 90 W.
Castroville, TX 78009-9998

**Devereux Station
Civil War Trails Marker Dedication**



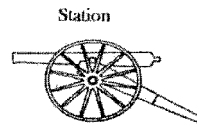
August 25, 2012 Clifton, VA 20124

August 25, 2012

*Clifton Virginia Preservation
Committee*

Devereux Station
Postmaster
12644 Chapel Road
Clifton, VA 20124-9998

**150th Anniversary
Battle of Union Mills, August 27, 1862**



August 27, 2011 Clifton, VA 20124

Station

August 27, 2012

*Clifton Virginia Preservation
Committee*

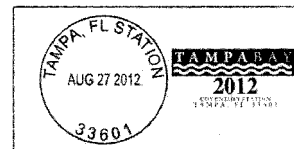
Battle of Union Mills Station
Postmaster
12644 Chapel Road
Clifton, VA 20124-9998



August 25, 2012

National Park Service

Pipestone National
Monument Station
Postmaster
PO Box 9998
Pipestone, MN 56164-9998



August 27-30, 2012

*Tampa Bay 2012
Convention*

2012 Convention Station
Postmaster
3501 Bessie Coleman Blvd.
Tampa, FL 33630-9998



TUCSON PADRES STATION
AUG 25, 2012 • TUCSON, AZ 85713

August 25, 2012

Tucson Padres

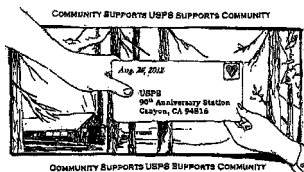
Tucson Padres Station
Postmaster
920 N. First Avenue
Tucson, AZ 85719-4818



August 30, 2012

Meridian Museum

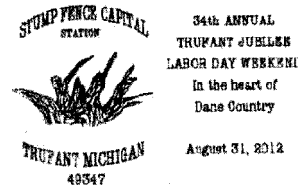
100th Meridian Museum
Station
Postmaster
PO Box 9998
Cozad, NE 69130-9998



August 25, 2012

*Canyon Community
Association*

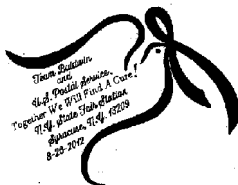
90th Anniversary Station
Postmaster
PO Box 9998
Canyon, CA 94516-9998



August 31, 2012

Trufant Jubilee

Stump Fence Capital
Station
Postmaster
PO Box 9998
Trufant, MI 49347-9998



August 26, 2012

*Vincent Juchimek in
Conjunction with Carol M.
Baldwin Breast Cancer
Foundation*

NY State Fair Station
Postmaster
1801 Milton Avenue
Syracuse, NY 13209-9998



September 1, 2012

United States Postal Service

Mejiro Toshima Tokyo
Station
Cancellation Unit
PO Box 449992
Kansas City, MO
64144-9992

Loose Caboose Station
Purcell, OK 73080



September 1, 2012

Purcell Antique Merchants
Assoc.

Loose Caboose Station
Postmaster
228 W. Main Street
Purcell, OK 73080-9998



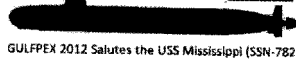
September 3, 2012

Hoisington Chamber of
Commerce

116th Annual Labor Day
Station

Postmaster
PO Box 9998
Hoisington, KS 67544-9998

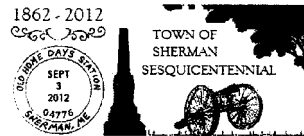
GULFPEX Station
September 1, 2012
Biloxi, MS 39532



September 1-2, 2012

GULFPEX

GULFPEX Station
Postmaster
356 Ginger Drive
D'Iberville, MS 39540-9998



September 3, 2012

Town of Sherman
Sesquicentennial
Committee

Old Home Days Station
Postmaster

11 Woodbridge Corner
Road
Sherman, ME 04776-9998



September 1-5, 2012

National Association of
Postmasters of the United
States

NAPUS OKC 2012 Station
Postmaster
100 Sooner Drive
Burns Flat, OK 73624-9998



September 3, 2012

United States Postal Service

United States of America
Station

Retail Specialist
1001 California Ave., Room
2036
Pittsburgh, PA 15290-9681



Defenders Day Station
Bicentennial War of 1812
September 2, 2012
Fort Howard, MD 21052

September 2, 2012

Dundalk-Patapsco Neck
Historical Society

Defenders Day Station
Postmaster
PO Box 9998
Fort Howard, MD
21052-9998

— Stamp Services,
Marketing and Sales, 8-23-12

How to Order the First Day of Issue Digital Color or Traditional Postmarks

Customers have 60 days to obtain the first day of issue postmarks by mail. They may purchase new stamps at their local Post Office™, by telephone at 800-STAMP-24, or at The Postal Store® website at www.usps.com/shop.

Traditional Postmarks

Customers should affix the stamps to envelopes of their choice, address them to themselves or others, or provide a self-addressed return envelope with sufficient postage large enough to accommodate the canceled item. Mail the request to the corresponding city of issuance. There is no charge for the first 50 postmarks. There is a 5-cent charge for each additional postmark over 50. Customers should submit a check, money order, or credit card for payment. After applying the first day of issue postmark, the Postal Service™ will return the envelopes to the customer by U.S. Mail.

All postmark requests should go to the first day of issue city. The first day of issue city Post Office will then forward in bulk all postmark requests to Cancellation Services, Stamp Fulfillment Services, PO Box 449992, Kansas City, MO 64144-9992 by respective Post Offices.

Digital Color Postmarks

Only select stamp issues offer a digital color postmark. Customers may submit #6 or #10 envelopes constructed of paper rated as "laser safe." The Postal Service recommends envelopes of 80-pound Accent Opaque, acid-free, 9/16" side seams with no glue on the flap. The maximum

size of all digital color postmarks is 2" high x 4" long. Allow sufficient space on the envelope to accommodate the postmark. Do not use self-adhesive labels for addresses on the envelope. Two test envelopes must be included. There is a minimum of 10 envelopes at 50 cents per postmark required at the time of servicing. Customers should submit a check, money order, or credit card for payment.

The Postal Service reserves the right to not accept hand-painted and other cachet envelopes that are not compatible with our digital color postmark equipment. The Postal Service also reserves the right to substitute traditional black rubber postmarks if use of nonspecified envelopes results in poor image quality or damage to equipment.

Customers should affix the stamps to the envelopes and address them to themselves or others for return through the mail. Or, they may include an additional self-addressed return envelope, large enough to accommodate their canceled items, with sufficient postage affixed for return of their postmarked items. Mail the request for a first day of issue digital color postmark to the corresponding city of issuance. Post Offices will then forward all customer requests for digital color postmarks to Cancellation Services, Stamp Fulfillment Services, PO Box 449992, Kansas City, MO 64144-9992.

After applying the first day of issue postmark, the Postal Service will return the envelopes to the customer by U.S. Mail.



Major League Baseball All-Stars Stamp

Postmaster
40 Main Street
Cooperstown, NY 13326-9998

September 20, 2012

Black and White Pictorial



Major League Baseball All-Stars Stamp

Postmaster
40 Main Street
Cooperstown, NY 13326-9998

September 20, 2012

Black and White Pictorial



Major League Baseball All-Stars Stamp

Postmaster
40 Main Street
Cooperstown, NY 13326-9998

September 20, 2012

Digital Color Pictorial

**Major League Baseball All-Stars****Stamp: Joe DiMaggio Stamp**

Deborah Hart
Special Events
380 West 33rd Street, Rm. 4032
New York, NY 10199-9998

September 21, 2012

Black and White Pictorial**Major League Baseball All-Stars****Stamp: Joe DiMaggio Stamp**

Deborah Hart
Special Events
380 West 33rd Street, Rm. 4032
New York, NY 10199-9998

September 21, 2012

Digital Color Pictorial**Major League Baseball All-Stars****Stamp: Larry Doby Stamp**

2200 Orange Avenue, Room 206
Cleveland, OH 44101-9996

September 21, 2012

Black and White Pictorial**Major League Baseball All-Stars****Stamp: Larry Doby Stamp**

2200 Orange Avenue, Room 206
Cleveland, OH 44101-9996

September 21, 2012

Digital Color Pictorial**Major League Baseball All-Stars****Stamp: Willie Stargell Stamp**

Philatelic Clerk
700 Grant Street, Suite A
Pittsburgh, PA 15219-9998

September 21, 2012

Black and White Pictorial**Major League Baseball All-Stars****Stamp: Willie Stargell Stamp**

Philatelic Clerk
700 Grant Street, Suite A
Pittsburgh, PA 15219-9998

September 21, 2012

Digital Color Pictorial**Major League Baseball All-Stars****Stamp: Ted Williams Stamp**

Retail Department
Greater Boston District
25 Dorchester Avenue, Rm. 3011
Boston, MA 02205-9600

September 21, 2012

Black and White Pictorial

**Major League Baseball All-Stars****Stamp: Ted Williams Stamp**

Retail Department
Greater Boston District
25 Dorchester Avenue, Rm. 3011
Boston, MA 02205-9600

September 21, 2012

Digital Color Pictorial

**Innovative Choreographers Stamp**

Los Angeles District
7001 S. Central Avenue
Los Angeles, CA 90052-9998

September 28, 2012

Digital Color Pictorial

**Innovative Choreographers Stamp**

Los Angeles District
7001 S. Central Avenue
Los Angeles, CA 90052-9998

September 28, 2012

Digital Color Pictorial

**Innovative Choreographers Stamp**

Los Angeles District
7001 S. Central Avenue
Los Angeles, CA 90052-9998

September 28, 2012

Digital Color Pictorial

**Innovative Choreographers Stamp**

Los Angeles District
7001 S. Central Avenue
Los Angeles, CA 90052-9998

September 28, 2012

Digital Color Pictorial

**Flags of Our Nation Stamp**

[Address unavailable at time of publication]

October 16, 2012

Black and White Pictorial

**Flags of Our Nation Stamp**

[Address unavailable at time of publication]

October 16, 2012

Digital Color Pictorial

**Edgar Rice Burroughs Stamp**

Tarzana Post Office
5609 Yolanda Avenue
Tarzana, CA 91356-9998

October 17, 2012

Black and White Pictorial**Edgar Rice Burroughs Stamp**

Tarzana Post Office
5609 Yolanda Avenue
Tarzana, CA 91356-9998

October 17, 2012

Digital Color Pictorial**The War of 1812: USS Constitution Stamp**

Postmaster
25 Dorchester Avenue
Boston, MA 02205-9998

October 18, 2012

Black and White Pictorial**The War of 1812: USS Constitution Stamp**

Postmaster
25 Dorchester Avenue
Boston, MA 02205-9998

October 18, 2012

Digital Color Pictorial**O. Henry Stamp**

Greensboro Main Office
201 N. Murrow Blvd.
Greensboro, NC 27420-9998

November 12, 2012

Digital Color Pictorial

DID YOU KNOW?



**USPS ranks
first among the
world's posts
for access to
services, resource
efficiency and
trust.**

Source: Oxford Strategic Consulting

Sustainability

Standard Operating Procedure: Recycling Small Dry-Cell Batteries

This updated standard operating procedure (SOP) revises the guidance issued in the May 17, 2012, *Postal Bulletin* (PB 22337, page 76) that addresses the recycling of larger volt dry cell batteries.

The purpose of this SOP is to establish processes for handling and recycling dry-cell rechargeable and nonrechargeable batteries through the Mail Recovery Center (MRC) in Atlanta, in accordance with Postal Service™ policies and universal waste-management regulations. Federal environmental regulations require that all universal waste be recycled. This SOP establishes methods for recycling small dry-cell batteries at all Postal Service operations and requires all employees to follow approved disposal and recycling procedures for used batteries.

Universal waste is a subcategory of hazardous waste that is subject to less restrictive environmental regulations, as long as it is recycled.

Certain types of batteries are considered hazardous because they contain heavy metals or corrosive electrolyte solutions. These include (but are not limited to) nickel-cadmium (Ni-Cd), nickel-metal hydride (NiMH), lithium (Li) or lithium ion (Li-ion), lithium polymer (Li-poly), silver oxide, and other small dry-cell batteries. When these batteries die, they must be handled as universal waste.

Exception: Lead-acid automotive batteries and sealed lead-acid emergency batteries are designated as universal waste but are *not* authorized for recycling under this instruction.

Common Postal Service Dry-Cell Batteries

The pictures here show common types of batteries:

- Ni-Cd and NiMH batteries (see Exhibits A and B on page 69) are used in cell phones, pagers, cameras, and power tools.
- Li-ion batteries (see Exhibit C, on page 69) are used in some cell phones, laptops, and cameras and in all Intelligent Mail Data Acquisition System (IMDAS) scanners.
- Lithium batteries are used in cameras and other electronic devices that don't require rechargeable batteries.
- Silver oxide batteries are used in watches, laptops, and other devices that require button-cell batteries (see Exhibit D on page 70).

Exhibit A, Power Tool Batteries (Ni-Cd and NiMH)



Exhibit B, Ni-Cd Batteries in a Sealed Package



Exhibit C, IMDAS Lithium Ion Batteries



Exhibit D, Silver Oxide Button Batteries**Exhibit E, Alkaline/Dry Cell Batteries****Exhibit F, Emergency Lighting — Small, Sealed Lead Acid Battery****Exhibit G, Sealed Acid Batteries****Rechargeable Batteries**

Approximately 70 percent of the batteries used by the Postal Service are rechargeable, and a majority of these are Ni-Cd, Li-ion (secondary lithium), and sealed lead acid.

Management and Disposal of Used Batteries Less Than or Equal to 9 Volts**Requirements**

When an inoperable battery is removed from a piece of equipment, determine what type it is and follow the management guidelines for disposing of it. There are three primary types of batteries, each with specific handling requirements:

- Alkaline batteries (see Exhibit E on page 70) — considered nonhazardous.
- Sealed lead-acid batteries (see Exhibits F and G on page 70) — not covered in this document and *not* authorized to be recycled under this instruction.
- All other dry-cell batteries — handle as universal waste.

Except for Li-ion IMDAS batteries, which have specific mailing requirements, alkaline batteries, and other universal-waste, small dry-cell batteries should be recycled according to the following shipping procedures. (See *Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM®)* for Li-ion-battery shipping instructions, including the requirement that no more than three Li-ion rechargeable batteries be mailed together.)

Disposal of Used Batteries Greater Than 9 Volts

Batteries greater than 9 volts (e.g., 12-volt, 14-volt, 16-volt, 18-volt, and 24-volt) or with different chemistries must not be combined with mixed batteries of less than or equal to 9-volt batteries. Voltage batteries larger than 9-volts of the same type must be packaged and shipped separately from smaller mixed batteries. Follow the mailing procedures outlined below when sending 9-voltage or greater batteries to the MRC.

Procedures

1. Select a small, sturdy cardboard box or ReadyPost® box if a used box is not available. (ReadyPost boxes

can be obtained from the Post Office's retail area.) If opting for a used box, remove or cover all barcodes.

2. Place up to 15 pounds of dry-cell batteries into the box, and pack them securely with paper. To prevent short circuits, tape all battery terminals so that they don't have contact with one another.
3. Tape the box shut.
4. Print the following address on a G-10 label:
USPS MAIL RECOVERY CENTER
BATTERY RECYCLING PROGRAM
5345 FULTON INDUSTRIAL BLVD SW
ATLANTA GA 30378-2400
5. Place the G-10 label on the box.
6. Place Label 127, *Surface Transportation Only*, on the box.
7. Write "PP" on all surfaces to indicate the box is being shipped by Parcel Post®.
8. Put your return address on the box and ship it.

Do not use Priority Tape or Priority Mail® Boxes.

Never ship damaged batteries! Batteries that are leaking, burned, cracked, melted, or otherwise damaged must be recycled locally.

Battery Disposal Record

Keep records of the batteries you send to the MRC. A sample recordkeeping table is shown below:

Battery Type	Number of Batteries	Date Sent to MRC	Other Information

Contact Information

Contact the Office of Sustainability with any questions about onsite, universal waste-management procedures. You can find guidance on proper battery storage and labeling on the Office of Sustainability website at <http://blue.usps.gov/sustainability/>.

— Sustainability Office, Deputy Postmaster General and Customer Asset Fulfillment, Supply Management, 8-23-12



Every Door Direct Mail: Enhancing the Online Mapping Tool

New features and enhanced navigation are coming soon to the Every Door Direct Mail® online mapping tool at USPS.com®.

With Every Door Direct Mail, your business is able to identify the neighborhood you want to target with your message — with coupons, brochures, menus, and more. With Every Door Direct Mail, a carrier delivers your targeted mailing to every mailbox along with the day's mail. Your mailpiece is delivered directly into the homes and into the hands of everyone in the neighborhoods you select without the need for names or street addresses.

The online mapping tool at USPS.com helps guide businesses through an Every Door Direct Mail mailing from start to finish. The Postal Service™ is upgrading the online mapping tool in late August, giving the tool a new look and feel. Customers will enjoy these improvements:

- Easier to view and select your business' target area by routes.
- Improved search functionality.

- Create mailings up to 30 days in advance of the mailing date.

In addition, prior to mailing, Every Door Direct Mail-Retail® customers will have the option to pay online using a credit card (each mailpiece must bear the approved retail indicia).

But you don't have to wait until the upgrade is launched. You can get started with Every Door Direct Mail right now. For information about this easy and cost-effective way to reach the customers who matter most to your business, go to www.usps.com/everydoordirectmail.



— Digital Access,
Channel Access, 8-23-12



475 L'ENFANT PLAZA SW
WASHINGTON DC 20260-5540

First-Class Mail
Postage & Fees Paid
USPS
Permit No. G-10

The United States Postal Service®



**receives no federal tax dollars
for its operations.**