# POSTAL BULLETIN

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#### Message From the Postmaster General

#### **Combined Federal Campaign**

Congratulations!

Last year, you and your co-workers gave a total of more than \$34 million to thousands of local, national, and international charities through the Combined Federal Campaign (CFC). That is outstanding! I want to thank all of you who participated — your support has helped those in need not only across our nation, but around our world.

Once again, your generous support will help the CFC to provide assistance to millions of people worldwide. From now until December 15, you can show your compassion and concern by using a simple but powerful tool for giving — the CFC. Your contributions make an important difference in the lives of those in need, and the fruits of your giving make for a happier and more productive world for us all.

So let us give CFC our full support again this year. Contact your CFC Coordinator to learn more about payroll deduction, the participating organizations, and how to sign up for the campaign.

Thank you in advance for your generosity. And remember, "It All Comes Back to You!"

WILLIAM J. HENDERSON
POSTMASTER GENERAL/CEO

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The *Postal Bulletin* is also available on the World Wide Web at <a href="http://www.usps.com">http://www.usps.com</a> for customers and at <a href="http://blue.usps.gov">http://blue.usps.gov</a> for employees.

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 PB 21978 (8-13-98)

 1997 Annual Index
 PB 21962 (1-1-98)

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The *Postal Bulletin* is published biweekly; information is effective for 1 year unless it changes the text of permanent directives or unless otherwise specified.

## Administrative Services





Dear postmasters:

On Sunday, November 15, the U.S. Postal Service is joining thousands of other recyclers across the country in celebrating the second annual America Recycles Day. Through this event, the Postal Service is hoping to raise consumer awareness of all aspects of recycling, from collection, to processing, to completing the recycling loop through the purchase of products and packaging made from recycled content. Last year, postmasters across the nation helped organize events for this special day, and I know the Postal Service can count on you to do your part again this year.

As postmasters, you are in a unique position to reach out both to your employees and to the community to encourage them to increase their recycling efforts, and to let them know that recycling doesn't end when they drop off trash at the recycling center or place a bin at the curb. They also need to buy recycled to help increase the demand for these products. The theme of this year's America Recycles Day, "If You're Not Buying Recycled, You're Not Really Recycling," emphasizes the importance of purchasing products made from recycled materials.

I encourage you to participate in celebrating this year's America Recycles Day. Use the information in this kit to help you with ideas on how to promote recycling and buying products with recycled content. The kit contains ideas for special events, ways to recycle, tips for working with the media, sample stand-up talks for your employees, original artwork for America Recycles Day, and other information that will help you to promote this important event in your community.

The Postal Service is committed to providing its employees and customers with a safe and healthy environment. Recycling is not only the right thing to do, but it is also good business. The Postal Service is one of the largest recyclers in the nation, with more than 20,000 recycling stations, and we buy more than \$160 million in recycled-content products every year.

I urge you to continue this proud tradition of preserving and protecting the environment by celebrating America Recycles Day and pledging to keep recycling working in your post office and your community.

Thank you,

William Dowling

Vice President, Engineering



## AMERICA RECYCLES DAY

he second annual America
Recycles Day will be held Sunday, November 15, with the theme "If You're Not Buying Recycled, You're Not Really Recycling." America Recycles Day is a spin-off of Texas Recycles Day, a statewide public awareness event sponsored by Clean Texas 2000, first launched in 1994.

More than 3,000 events were held nationwide during last year's America Recycles Day, and more than 750,000 Americans submitted pledges to recycle and buy recycled products.

This year, more than 5,000 local recycling and buy-recycled showcase events in 45 states are expected to be organized all across the country. Co-chairs of 1998's event are Fran McPoland, the Federal Environmental Executive, and Dr. Will Ferretti, Executive Director of the National Recycling Coalition.

The Postal Service is on the organizing National Executive Committee for the event, along with the Environmental Defense Fund, the National Recycling Coalition, the Office of the Federal Environmental Executive, the 100 percent Recycled Paperboard Alliance, the Steel Recycling Institute, the U. S. Conference of Mayors, the Solid Waste Association of North America, the Environmental Protection Agency, and others.

This year's America Recycles Day theme, "If You're Not Buying Recycled, You're Not Really Recycling," is based on the goal of America Recycles Day, which is to increase the purchase of recycled-content products and recycling throughout America.

An American Green Dream House, valued at more than \$200,000 and built primarily with recycled-content and energy-efficient products, will be the Grand Prize in a national random drawing from entries submitted by individuals who voluntarily pledge to recycle and buy recycled products. The winner will be chosen December 15 from a random drawing of entries. This year, Postal Service employees are eligible to enter the contest.

Pledges may be made by writing to America Recycles, P.O. Box 10807, Chantilly, VA 20153-0807 or by visiting the America Recycles Day website at http://www.americarecyclesday.org.

# WHY WE SHOULD RECYCLE AND BUY RECYCLED PRODUCTS

Here are five important reasons why we should recycle and buy recycled products:

- Save natural resources by making products from recycled materials instead of virgin materials, we conserve land and reduce the need to drill for oil and dig for minerals.
- Save energy it usually takes less energy to make recycled products; for example, it takes 95 percent less energy to make recycled aluminum than new aluminum from bauxite ore.
- Save clean air and water in most cases, making products from recycled materials creates less air and water pollution.
- Save landfill space when the materials that you recycle go into new products, they don't go into landfills or incinerators.
- Create jobs and save money the recycling process creates far more jobs than landfills or incinerators, and recycling can frequently be the least expensive waste management method for cities and towns.

# **QUESTIONS AND ANSWERS**

#### Q: What is America Recycles Day?

A: It is a day set aside to build consumer demand for recycled products and educate Americans about the environmental and economic benefits of recycling and buying recycled-content products. This year's event will be held Sunday, November 15, when more than 5,000 local recycling and buy-recycled showcase events in 45 states are expected to be organized all across the country. Co-chairs of 1998's event are Fran McPoland, the Federal Environmental Executive, and Dr. Will Ferretti, Executive Director of the National Recycling Coalition.

# Q: Where did the idea for this day come from?

A: Last year was the first national America
Recycles Day, during which more than
3,000 events were held nationwide, and more
than 750,000 Americans submitted pledges
to recycle and buy recycled products.

# Q: What is the theme of America Recycles Day?

A: The theme this year is "If You're Not Buying Recycled, You're Not Really Recycling," based on the goal of America Recycles Day, which is to increase the purchase of recycled-content products and recycling throughout America.

# Q: Why is it important to buy recycled products?

A: Buying products with recycled content creates a greater demand for the products, and a greater demand means that manufacturers will expand the use of recycled material. Most Americans help the recycling effort by putting materials in their recycling bin, but many people don't realize that another important

step to keep recycling
working is to "Buy Recycled"
or "Close the Loop" by purchasing products
made from recycled-content materials.

# Q: What do the three chasing arrows on the recycling symbol mean?

- **A:** Each arrow represents one step in the three-step process that completes the recycling loop:
- The first step is collection. This is when you put your recyclable materials into your curbside recycling bin or take them to a drop-off center.
- The manufacturing process is the second arrow. This is where recylcable materials are converted into new products.
- The third step is when the consumer purchases products made with recycled content, thus increasing the demand for recycled materials.

# Q: How do people find and recognize recycled-content products?

- **A:** Four materials always have a significant amount of recycled content even if they are not labeled recycled:
- Things made out of steel, including food cans, cars, appliances, and nails.
- Aluminum, including beverage cans.
- Glass bottles and jars.
- Molded pulp containers, including egg cartons, fruit trays, and flower boxes.

Read labels carefully to see if the product has recycled content. A recycling symbol does not necessarily mean that a product is made with recycled content or can be recycled. Look for preconsumer content or postconsumer content when looking for recycled products.



#### Q: Why is the Postal Service involved in America Recycles Day?

A: The Postal Service is one of the nation's leading recyclers, with more than 20,000 recycling locations, and is committed to promoting recycling both at home and on the job. The Postal Service is committed to providing our employees and customers with a safe and healthy environment. Recycling is both the right thing to do, and also good business.

# Q: Who else besides the Postal Service is sponsoring this event?

A: The Postal Service is partnering with the Steel Recycling Institute, the Environmental Protection Agency, the Office of the Federal Environmental Executive, the U. S. Conference of Mayors, the National Recycling Coalition, the Environmental Defense Fund, and others.

# Q: What other ways is the Postal Service involved in recycling?

A: The Postal Service buys about \$160 million worth of recycled-content products every year. We are also involved in developing creative ways to recycle undeliverable mail, mail that has been read and discarded by the customer, and nonforwardable mail. The Postal Service is involved in a project in Texas to convert recycled mail into rich compost soil, and in Alabama, we are testing a project to use recycled mail to make pencils. Last year, the Postal Service saw a 60 percent increase in revenues from recycling.

# Q: What can average consumers do to help make America Recycles Day a success?

A: Buy recycled content products at home and on the job; reduce their consumption of goods, and reuse and recycle what they do consume; ask store owners to stock more recyclable products; start a compost pile of their own; leave grass clippings on the lawn instead of dumping them in the trash; recycle motor oil; and help educate their children to recycle.

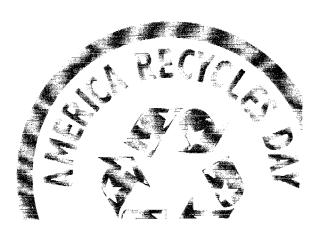
# Q: What is this contest about winning a house?

A: An American Green Dream House, valued at more than \$200,000 and built primarily with recycled-content and energy-efficient products, will be the Grand Prize in a national random drawing from entries submitted by individuals who voluntarily pledge to recycle and buy recycled products. The winner will be chosen December 15 from a random drawing of entries.

#### Q: Who can enter this contest?

A: By making a pledge, Americans 18 and over, including postal employees, become eligible to win the "American Green Dream House."

Pledge cards are available from America Recycles Day, P. O. Box 10807, Chantilly, VA 20153-0807, or via the Internet at http://www.americarecyclesday.org.



# TIPS FOR WORKING THE MEDIA

ublicizing your area's America Recycles Day activities through the local and regional press is one of your most powerful tools for communicating the "If You're Not Buying Recycled, You're Not Really Recycling" message. When contacting the media about America Recycles Day, be prepared with all the information necessary about the day's events to convey a clear message. If you are knowledgeable and refer to your local events, you will reinforce that the day is an effort with local roots, something in which the community has an important stake. Remember also to get the message across to the media about the significant contributions the Postal Service has made to protecting and preserving the environment.

Here are a few tips to help you encourage the media to cover your events:

- Develop a local media list, including contact names and phone and fax numbers.
- Present a few key messages that relate to your event and add one or two local messages.
- Send a letter to your local reporters for newspapers, radio, television, and cable stations encouraging them to do editorials about the importance of recycling.
- Issue a press release (sample included next page) right before the event.
- Ask local VIPs for their support. Urge them to write the media or place their signatures on your letters and press releases.
- Promote the contest to win the \$200,000 house and encourage pledging.
- Run public service announcements on radio and television and include information about local community recycling efforts.
- Appear on local TV and radio talk shows to talk about your events.
- Be prepared with current recycling statistics and goals for America Recycles Day.
- Get your mayor to issue a proclamation declaring recognition of America Recycles Day (sample included next page).



# TEN GREAT WAYS TO CELEBRATE AMERICA RECYCLES DAY

- 1. Commit to "Buy Recycled" at home and encourage the use of recycled-content products at your office.
- Organize a display of recycled-content products at your church, office, school, or retail shopping center.
- 3. Ask local retailers to stock more products made from recycled materials.
- Look for "safe bets" that always have recycled content: steel, aluminum, glass, and molded pulp containers.
- Purchase remanufactured products and equipment like toner cartridges, office furniture, auto parts, re-refined oil, or retreaded tires.
- Teach children why "if you're not buying recycled, you're not really recycling." Maybe organize a tour of a local facility that manufactures recycled-content products.
- Purchase products you can recycle in your community.
- 8. If one of your favorite products does not have recycled content, call or write the manufacturer and ask them to change it.
- Read product labels and look for recycled content, especially postconsumer content.
- 10. Act by buying a recycled product today!



#### SAMPLE PRESS RELEASE

# (LOCAL OFFICE) CELEBRATES AMERICA RECYCLES DAY "IF YOU'RE NOT BUYING RECYCLED, YOU'RE NOT REALLY RECYCLING"

On Sunday, November 15, the U.S. Postal Service is joining thousands of other recyclers across the country in celebrating the second annual America Recycles Day. Through this event, the Postal Service is helping to raise consumer awareness of all aspects of recycling, from collection, to processing, to completing the recycling loop through the purchase of products and packaging made from recycled content.

Each year, Americans generate more than 208 million tons of municipal solid waste. That's more than 4.3 pounds per person per day. Even though the nation has reached an overall recycling rate of more than 27 percent, much more can be done, especially by purchasing products made with recycled content. (Mention special local events here.)

"Besides saving landfill space, natural resources, and disposal costs, recycling creates jobs and saves valuable resources," said Postmaster (fill in name). "However, recycling doesn't end when you drop off a bag at the recycling center or place a bin at the curb. As our theme for this year's America Recycles Day says, 'If you're not buying recycled, you're not really recycling.' We all need to purchase products made from recycled materials to help increase the demand for these products."

The Postal Service, along with its partners the Environmental Protection Agency, the Office of the Federal Environmental Executive, the Environmental Defense Fund, the Steel Recycling Institute, the National Recycling Coalition, and others, is asking employees and members of the community to join in supporting America Recycles Day by simply pledging to step up their efforts to recycle and buy recycled products.

By making a pledge, Americans 18 and over will become eligible to win the "American Green Dream House" in a random drawing. Pledge cards are available through (your name/office), by writing America Recycles Day, P.O. Box 10807, Chantilly, VA 20153-0807, or via the Internet at <a href="http://www.americarecyclesday.org">http://www.americarecyclesday.org</a>. Let's all pledge to keep recycling working.

#### SAMPLE PROCLAMATION

#### **AMERICA RECYCLES DAY**

WHEREAS, to focus the nation's attention on the importance of recycling and closing the loop, businesses, industries, government agencies, nonprofit organizations, and individuals have joined together to celebrate America Recycles Day and are encouraging their employers, staff, customers, membership, and all citizens to pledge to buy more recycled-content products starting on November 15;

WHEREAS, participating in America Recycles Day is one way citizens can help raise awareness about the need to reduce waste by reusing, recycling, and buying recycled products;

WHEREAS, the theme of the event is "If you're not buying recycled, you're not really recycling";

WHEREAS, state and community leaders need to spread the word about the excellent programs they have established, the growth of markets for recyclables, and the importance of buying recycled products;

,	RESOLVED BY	
AMERICA RECYCLES DA	Y in	
RESOLVED this	day of	_, 1998
Signed		

# SAMPLE STAND UP TALKS AND SPEECHES

#### **AMERICA RECYCLES DAY**

"If you're not buying recycled, you're not really recycling" is the theme of the second annual America Recycles Day, being celebrated across the nation on Sunday, November 15. America Recycles Day has a goal of building consumer demand for recycled products and educating all Americans about the environmental and economic benefits of buying recycled products.

The Postal Service is a national leader in the protection and preservation of the national environment and is one of the largest recyclers in the nation. I urge all of you to help the Postal Service in our environmental efforts by participating in this event. Talk to your family members, co-workers, and friends about the advantages of recycling and buying recycled products. Tell them:

- Thousands of recycled-content products are available to consumers.
- The United States generates 4.3 pounds of solid waste per person per day.
- In 1996, 42.3 million tons of paper were recycled in America. This is material that would have gone into landfills.
- Recycling one glass bottle saves enough electricity to light a 100-watt bulb for 4 hours.
- Motor oil can be recycled, re-refined, and used again, reducing our reliance on imported oil — so recycle your motor oil.
- By making products from recycled materials, we conserve land and reduce the need to drill for oil and dig for minerals.
- It usually takes less energy to make recycled products. Using recycled aluminum, for example, takes 95 percent less energy than creating new aluminum.
- The recycling process creates more jobs rather than more landfills or incinerators.

# AMERICA RECYCLES DAY — RECYCLE AND BUY RECYCLED PRODUCTS

America is celebrating its second annual America Recycles Day on Sunday, November 15. This day is to remind everyone to recycle to help save the environment. However, it also has a second important message for all of us. I'm sure most of you do your part to help America's recycling efforts by putting materials in recycling bins, participating in curbside recycling, or dropping recyclables off at a recycling center. But many of you might not realize that another important step to keep recycling working is to buy products made from recycled content materials. By purchasing recycled content products, you are doing your part to help maintain a market demand for recyclables.

If more people purchase more products with recycled content, manufacturers will continue to use it in their products and will expand usage to even more products. So look for products with the three-arrows symbol and read the information on the label to be sure that what you are buying contains recycled content.

The Postal Service is committed to purchasing recycled-content products — last year, we purchased more than \$160 million worth of such products. And we are also creating some unusual products out of recycled mail. In a pilot program in Texas, we made rich compost soil out of undeliverable mail, mail that has been read and discarded by customers, and mail that is nonforwardable. In another program in Alabama, we are making pencils out of recycled mail.

So join the Postal Service in recycling and buying products with recycled content. Remember, "If you're not buying recycled, you're not really recycling."

# HELPING CELEBRATE AMERICA RECYCLES DAY

America is celebrating its second annual America Recycles Day on Sunday, November 15, and it needs your help to make it a success. You might think that one person can't make a difference in the environment, or that setting aside one day isn't enough. But setting aside a special day for recycling creates public awareness of the importance of recycling, and you can make a difference when you join together with millions of other people in recycling and buying recycled products.



Some important ways you can encourage recycling include:

- Think before you buy, and reduce, reuse, and recycle.
- Commit yourself to buying recycled content products at home and at work.
- Start a paper recycling program in your office, school, or community.
- Tell your local stores that you want them to stock more products made from recycled materials.
- Encourage the use of recycled-content products in your business.
- Leave glass clippings on the lawn as a fertilizer.
- Start your own compost pile with yard trimmings and food scraps.
- Recycle your used motor oil and oil filters at an approved collection center and buy re-refined oil for your next oil change. Oil never wears out.

# HOW TO FIND RECYCLED PRODUCTS

Look for one of these two definitions when looking for recycled products:

- Preconsumer content refers to material such as factory trimmings, damaged or obsolete products, and overruns generated by manufacturers. These materials have been recycled for decades.
- Postconsumer content refers to material that has served its intended use and has been recycled by a consumer or business. By looking for the highest postconsumer content you can find, you help build demand for material collected in community recycling programs.

# BRIGHT IDEAS FOR AMERICA RECYCLES DAY

- Print America Recycles Day recycling pledge cards and make them available to all employees.
- Print posters or banners about America Recycles Day.
- Start or announce a new or enhanced recycling program.
- Collect and clean out old files and recycle them.
- If your post office does not have a recycle bin, take recyclables to places that do recycle.
- Make a collection point for office paper to be recycled.
- Partner with recycling companies or organizations in the community for collection.
- Have a contest for your employees that promotes recycling.
- Sponsor a poster or essay contest in the local schools.
- Include the phrase "America Recycles Day, November 15, 1998" on all your correspondence you send out before November 15.
- Set up a recycling bin display in your post office lobby to advertise America Recycles Day events.
- Make a file and collect America Recycles Day information for next year.
- Find ways to promote the Postal Service's commitment to recycling and extraordinary accomplishments in preserving and protecting the environment.

REVISION

#### Revised Handbook AS-709, Credit Card Policies and Procedures for Local Buying

Handbook AS-709, Credit Card Policies and Procedures for Local Buying, explains the policies and procedures of the Postal Service/GSA SmartPay Purchase Card Program and is intended for postal personnel designated as cardholders, credit card approving officials (CCAOs), and agency program coordinators (APCs). This revision of the handbook includes changes previously announced in the Postal Bulletin to both this handbook and Administrative Support Manual (ASM) section 712. This revision also reflects changes required by the new purchase card contract with U.S. Bank (previously known as First Bank and Rocky Mountain BankCard System [RMBCS]), various telephone and address changes, minor editorial changes, updated forms, and enhancements to existing policy.

If you are a current I.M.P.A.C. cardholder or CCAO, the handbook will be sent directly from the printer to you by November 15, 1998. Handbooks for APCs will be distributed at training or will be mailed for receipt prior to November 30. The new handbook will also be available online (on or after November 16) through the Postal IntraNet at <a href="http://blue.usps.gov">http://blue.usps.gov</a> by clicking on "Corporate Information," "Policies and Procedures," "Handbooks," and "Document Identification Number" or "Title Alphabetically." *Do not order the handbook from the material distribution centers (MDCs)*. (If you do not receive your handbook by November 29, you may submit an order to your servicing MDC.)

—Purchasing Policies and Programs, Purchasing and Materials, 10-22-98

#### HBK PO-603 REVISION

#### **Handling of Mail**

Effective immediately, Handbook PO-603, *Rural Carrier Duties and Responsibilities*, is modified to emphasize basic procedures for handling mail containing potentially hazardous material. Copies of the following revision should be incorporated to carrier route books until superseded by a complete reissuance of Handbook PO-603.

#### Handbook PO-603

1	Gene	ral Inforn	nation					
	*	*	*	*	*			
130	Basic	Basic Carrier Duties						
131	Gene	ral						
	*	*	*	*	*			

#### 131.7 Handling of Mail

Handle all mail so as to prevent its damage or unauthorized delay. In particular, handle mail containing biological specimens such as blood samples, dry ice, and other potentially hazardous material (HAZMAT) carefully. Address information such as a laboratory or chemical company may suggest HAZMAT content. Additionally, package markings such as "ORM-D" also indicate HAZMAT. Do not throw, drop, or slide packages containing HAZMAT, or handle them in such a way that they could be crushed or overlooked pending delivery or dispatch. Be alert for HAZMAT with the sound of broken glass, a stain on the package, or an unusual odor. Report unusual odors or signs of damage or leaks to your supervisor immediately.

—Delivery Policies and Programs, Operations Support, 10-22-98 RECYCLED-CONTENT AGREEMENT

# Postal Service Announces Agreement with Boise Cascade to Obtain Paper Made From Recycled Content

As part of its continued commitment to environmental leadership and compliance with Presidential Executive Orders, the Postal Service, in partnership with Boise Cascade Office Products, will announce a major effort to support recycled paper usage on November 9 at a special ceremony in the White House Conference Room.

Presidential Executive Order 12873 requires that, as of January 1, 1999, all federal agencies must purchase paper with 30 percent recycled material content. Even though the order does not include the Postal Service, the USPS is both complying with the order and meeting the standard earlier than required.

As part of the Postal Service's contract with Boise Cascade Office Products, beginning November 9, only paper with recycled content will be provided by Boise, and as of January 1, 1999, only paper with 30 percent post consumer content will be provided to Boise's postal customers. Currently, the Postal Service's contract with Boise Cascade involves four of the ten Postal service areas — Northeast, Southwest, New York Metro, and Allegheny — and Headquarters in Washington, DC.

"This partnership with Boise Cascade underscores the Postal Service's commitment to recycling," said Dennis Baca, manager for Environmental Management Policy for the Postal Service. "We look forward to further supporting the Executive Order through the use of Boise Cascade's paper when the 30 percent recycling content goes into effect in January 1999."

Recycling and buying recycled products are important to the Postal Service and the nation. They conserve valuable natural resources, reduce solid waste disposal costs, and actually save money. High-quality paper is also important to the Postal Service, and with this contract, Boise's Aspen Xerographic paper meets President Clinton's Executive Order for postconsumer content and the Postal Service's requirement for dependability. It is also competitively priced when compared to other recycled as well as nonrecycled paper.

—Environmental Management Policy, Engineering, 10-22-98

PUB 247 UPDATE

#### **Availability of Publication 247**

The August 1998 version of Publication 247, *Supply and Equipment Catalog* (NSN: 7610-02-000-7982; Quick Pick number: 266; unit of issue: EA; BPQ: 5; Price: \$3.85) is now available at the material distribution centers. Orders can be placed by using Touch Tone Order Entry (TTOE) or by mailing or faxing a PS Form 7380, *Supply Center Requisition*, to:

MATERIAL DISTRIBUTION CENTER SUPPLY REQUISITIONS 500 SW MONTARA PKWY TOPEKA KS 66624-9702 FAX: 785-861-2939

Materials Customer Service can be contacted at 1-800-332-0317, option 4, with any questions about ordering procedures.

—Logistics Programs, Purchasing and Materials, 10-22-98 I.M.P.A.C. CREDIT CARD UPDATE

#### New Changes and Procedures to I.M.P.A.C. Credit Card Program

U.S. Bank remains the provider of Postal Service purchase card services, just under a new name. U.S. Bank was previously known as First Bank and Rocky Mountain BankCard System (RMBCS). All existing RMBCS I.M.P.A.C. credit cards expire November 29, 1998, regardless of the expiration date on them. Key information regarding the new I.M.P.A.C. credit cards follows. If you have any questions, please contact your postal agency program coordinator (APC) or the U.S. Bank Customer Service Department 24 hours a day, 7 days a week at 1-800-227-6736.

#### **New Card Issuance**

New I.M.P.A.C. credit cards will be effective November 30, 1998, and U.S. Bank will start mailing cards November 2 to all cardholders on the rolls as of October 1.

U.S. Bank will accept requests for credit card maintenance (name and/or address changes) to current I.M.P.A.C. accounts from October 1–November 15, and U.S. Bank will also issue I.M.P.A.C. cards under the current contract during the period of October 1–November 6. However, new cards for accounts falling within these categories will not be issued until December 4, and you may be without an I.M.P.A.C. card for a short period. If you requested maintenance/card embossing changes during the above period, it is possible you may also receive a card from the November 2 mailing. Please destroy the card upon receipt and wait for the new card from the December 4 mailing.

U.S. Bank *will not* honor requests for new I.M.P.A.C. cards under the current contract during the period of November 6–November 29. Any applications received during this period will be returned to the applicable postal APC for resubmission on November 30.

#### **New Card Activation**

Cardholders must activate their new card prior to using it. The cards will be declined at the merchant if not activated prior to first-time use. Card activation can be completed in a few minutes by calling 1-800-227-6736, 24 hours a day, 7 days a week. Activation of cards should take place immediately upon receipt to avoid any disruption of service. While cardholders will be receiving new cards prior to the implementation of the new contract, the cards will not be accepted for use at merchants prior to November 30.

#### **Recurring Charges**

Since the new cards will have **new account numbers**, cardholders must contact all vendors who automatically bill to their account, advising them of the new account number and expiration date (i.e., where monthly billing is received for services such as pager and cellular phone services). Notification must also be given to vendors who have cardholder account numbers on file. The effective date for this change is November 30. Cardholders should provide vendors with their new account number effective for all charges on or after November 30, 1998. **REMEMBER**, **ONLY ASSIGNED CARDHOLDERS ARE AUTHORIZED TO USE THEIR I.M.P.A.C. CARD — SAFEGUARD YOUR CARD AND ACCOUNT NUMBER!** 

#### **Old Credit Card Account Records**

Cardholders should establish a new buying log(s) for his/ her new I.M.P.A.C. account(s). Old account records can be closed after all charges and disputes have been processed (should not take more than a few months following November 29). All closed records must be retained for 2 years in accordance with policies and procedures outlined in Handbook AS-709, Credit Card Policies and Procedures for Local Buying.

An approving official should update records with his/her individual new account number and the account numbers of his/her assigned cardholders. You will receive this information via the monthly R090 Report, I.M.P.A.C. Detail Invoice and A/O Summary Report (reference Handbook AS-709, November 1998 edition, Exhibits 4-4a and b).

—Purchasing Policies and Programs, Purchasing and Materials, 10-22-98

#### **Directives and Forms Update**

Effective immediately, Publication 223, *Directives and Forms Catalog* (November 1997), is revised. The tables below contain the document ID, edition date, title, national stock number (NSN), and the postal and public supply source for all new, revised, and obsolete directives and forms. Use this article to keep Publication 223 current. Information on how to order directives and forms can be

found in chapter 1 of Publication 223.

IWEB = Internet = http://blue.usps.gov; click on "Corporate Information," then "Policies and Procedures," then "Publications."

WWW = USPS webpage = www.usps.com.

PE = Postal Explorer.

F3 = F3 Fill Software.

#### **Policy Memos**

Document ID	Edition Date	Title	Org	USPS Source
PM DD-8-27-1998	8/27/98	U.S. Postal Service Policy on Diversity	DIV	IWEB
PM DD-8-13-1998	8/13/98	Postal Service Policy on Sexual Harassment	DIV	IWEB
PM DD-1-2-1997	1/2/97	Hispanic Program	DIV	IWEB
PM DD-8-31-1995	8/31/95	Policy Statement on Sexual Orientation	DIV	IWEB
PM DD-5-11-1995	5/11/95	Equal Employment Opportunity, Affirmative Action, and Diversity Policy Statement	DIV	IWEB
PM HR-2-2-1998	2/2/98	OSHA Respiratory Protection Final Rule — Interim Guidance	HR	IWEB
PM IS-5-3-1996	5/3/96	New Clearance and Document Management Policies	INF	IWEB
PM IS-8-5-1998	8/5/98	Year 2000 Aging Software Policy	INF	IWEB

#### **New Directives**

Document ID	Edition Date	Title	NSN	Org	USPS Source	Public Source
PUB 102	6/98	Alternative Dispute Resolution	7610-04-000-5158	GC	MDC, IWEB	N/A
PUB 524	8/98	Global Direct Canada Admail Service Guide	7610-04-000-5275	IBU	MDC, IWEB	MDC, WWW

#### **Revised Directives**

Document ID	Edition Date	Title	NSN	Org	USPS Source	Public Source
NOT 3-A	8/98	Letter-Size Mail Dimensional Standards Template	7610-03-000-9053	MSY	MDC	N/A
MAN ASM	6/18/98	Administrative Support Manual, Issue 12	7610-02-000-9881	INF	MDC, PE, IWEB	MDC
MAN ELM	6/98	Employee and Labor Relations Manual, Issue 13	7610-02-000-9963	HR	MDC, IWEB	MDC
PUB 247	8/15/98	Supply and Equipment Catalog	7610-02-000-7982	PM	MDC, IWEB	MDC
PUB 509	8/98	Headquarters Telephone Directory	7610-02-000-7093	INF	MDC, IWEB	MDC

#### **Obsolete Directives**

Document ID	Edition Date	Title	Obsolete Date	Replaced By
HBK MS 128-VOL-BP-1	11/93	Delivery Bar Code Sorter (DBCS), Model 990 (ECA), Parts Information	April 15, 1998	HBK MS-128-VOL-C
HBK MS-128-VOL-BP-2	11/93	Delivery Bar Code Sorter (DBCS), Model 990 (ECA), Parts Information	April 15, 1998	HBK MS-128-VOL-C

#### **New Forms**

Form Number	Edition Date	Oldest Usable Date	Title	NSN	Where Used	Unit of Issue	Org	USPS Source	Public Source
PS 8150-S	9/98	9/98	Reporte de Irregularidades en el Manejo del Correo Global	N/A	PS	SH	IS	HQO	N/A
PS 8193	4/96	4/96	Consent To Search	7530-04-000-5224	PS	SH	IS	MDC	N/A

#### **Revised Forms**

The following forms have had a change in organization since the 11/97 edition of PUB 223: PS 2185, PS 4310, PS 4314-A, PS 4314-F, PS 4911, and PS 4916.

Form Number	Edition Date	Oldest Usable Date	Title	NSN	Where Used	Unit of	Org	USPS Source	Public Source
PS 835	9/98	9/98	Quarterly Report of Originating Registered and C.O.D. Transactions	7530-01-000-9170	PS	SH	FIN	MDC	N/A
PS 1093	7/98	7/98	Application for Post Office Box or Caller Service	7530-02-000-7165	РО	EA	MKT	MDC	N/A
PS 1236-A	9/98	9/91	Weekly Loan, Transfer, and Training Hours	7530-01-000-9649	PS	SH	FIN	MDC	N/A
PS 1266	7/98	7/98	Receipt for Classified Communication	7530-01-000-9272	PS	SE	IS	MDC	N/A
PS 1314	8/98	8/98	Regular Rural Carrier Time Certificate	7530-01-014-6844	PS	EA	FIN	MDC	N/A
PS 1314-A	8/98	8/98	Auxiliary Rural Carrier Time Certificate	7530-01-000-9282	PS	EA	FIN	MDC	N/A
PS 1868	9/98	9/98	Business Card Order Form	7530-02-000-9749	PS	SH	PM	HQO	N/A
PS 2185	1/71	1/71	Certificate of Site Investigation for Easements or Other Evidences of Rights to Government Interest	7530-03-000-0705	HQ	SH	CA	HQO	N/A
PS 2240-R	8/98	8/98	Rural Pay or Leave Adjustment Request	7530-02-000-7407	PS	EA	FIN	MDC	N/A
PS 2332	9/98	9/98	Record of Parcel Post Pieces Processed	7530-01-000-7431	PS	SH	os	MDC	N/A
PS 2432	6/98	6/98	Individual Training Progress Report	7530-01-000-9629	PS	SH	HR	MDC	N/A
PS 2571	6/98	6/98	EEO Investigative Affidavit Certification	7530-01-000-9703	PS	SE	LR	MDC	N/A
PS 2577	8/98	8/98	Assignment of Claim to the USPS	7530-01-000-9726	PS	EA	HR	MDC	N/A
PS 2847	9/98	9/98	Rural Carrier Payment Authorization	7530-01-000-9121	PS	SH	FIN	MDC	N/A
PS 3077	5/98	5/98	Request to Forward Salary Check	7530-01-000-9849	PS	SH	FIN	MDC	N/A
PS 3238	7/98	7/98	Stamps and Stamped Paper Destruction Certificate	7530-01-000-9889	PS	SE	FIN	MDC	N/A
PS 3526	9/98	9/98	Statement of Ownership, Management and Circulation	7530-01-000-9931	PU	SH	MSY	MDC	www
PS 3538	7/98	7/98	Irregular Handling of Undeliverable Periodicals Publication	7530-01-000-9933	РО	SH	MSY	MDC	N/A
PS 3921	9/98	9/98	Volume Recording Worksheet	7530-02-000-9125	РО	SH	os	MDC	WWW
PS 3922	9/98	9/98	Customer Services Volume Recording Worksheet	7530-02-000-9126	РО	SH	os	MDC	www
PS 3972	10/98	10/98	Absence Analysis	7530-02-000-9137	PS	EA	LR	MDC	N/A
PS 4015-B	9/98	9/98	Rural Carrier Agreement to Terminate Guarantee	7530-02-000-9161	PS	SH	LR	MDC	N/A
PS 4015-D	9/98	9/98	Rural Carrier Agreement to Terminate Guarantee	7530-02-000-9163	PS	SH	LR	MDC	N/A
PS 4310	10/95	10/95	Mail Recovery Center Parcel Report	7530-03-000-0941	ВС	SH	RET	LOC	N/A
PS 4314-A	2/95	3/85	Consumer Service Card (Spanish)	7530-02-000-9214	РО	SE	RET	MDC	P/F
PS 4314-F	1/95	12/90	Consumer Service Card	7530-02-000-8145	РО	EA	RET	MDC	N/A
PS 4800	8/98	8/98	Parts/Supplies Issue Slip	7530-02-000-9325	PS	SH	ENG	MDC	N/A
PS 4805	6/98	6/98	Maintenance Work Order Request	7530-02-000-9330	PS	EA	ENG	MDC	N/A

Form Number	Edition Date	Oldest Usable Date	Title	NSN	Where Used	Unit of Issue	Org	USPS Source	Public Source
PS 4911	10/95	10/95	Mail Recovery Center Letter Report	7530-03-000-0957	РО	SH	RET	LOC	N/A
PS 4916	8/88	3/71	Auction Purchase Receipt	7530-02-000-9397	РО	SH	RET	HQO	N/A
PS 4996-C	8/98	8/98	Specifications for Automatic Temperature Control Service	7530-02-000-9407	PS	SH	ENG	MDC	N/A
PS 8096	7/98	7/90	Request to Pay Postal Refunds to Presenter of Mail	7530-03-000-1114	РО	SH	MKT	HQO	N/A
PS 8130	7/98	7/98	Vending Equipment Sales and Service Log	7530-02-000-9839	PS	SH	RET	MDC	N/A
PS 8200	11/98	11/98	Flexible Spending Account Enrollment Form	7530-02-000-9846	PS	EA	HR	HQO	N/A

#### **Revised Non-Postal Government Forms**

Form Number	Edition Date	Title	NSN	Where Used	Unit of Issue	Org	USPS Source	Public Source
CA 6	11/86	Official Superior's Report of Employee's Death	7530-04-000-5307	PS	SH	HR	MDC	N/A
CA 915	8/97	Claimant Medical Reimbursement Form	7530-04-000-5308	PS	SH	HR	MDC	N/A

#### **Obsolete Forms**

Form Number	Edition Date	Title	Obsolete Date	Replaced By
PS 459	8/76	Annual Statement of Reply Coupons	August 27, 1998	N/A
PS 464	9/73	Transmittal of Accounts to Other Countries	August 27, 1998	N/A
PS 1292	9/73	International Indemnity Account	September 22, 1998	N/A
PS 1355	8/86	Payroll Certification (Short Form)	September 22, 1998	N/A
PS 1382	12/75	Postmasters Accounts Change Card Format	September 22, 1998	N/A
PS 1698	7/82	Materials Listing for Overhaul/Upgrade	June 25, 1998	N/A
PS 1901	3/78	Advice of Classification for Postal Money Orders	September 22, 1998	N/A
PS 1903	2/83	Invoice and Statement (Payroll Only)	September 22, 1998	N/A
PS 1903-DZ	8/83	Invoice and Statement	September 22, 1998	N/A
PS 1917	2/80	Batch Sheet — Motor Vehicle	September 22, 1998	N/A
PS 1928	12/75	Audit Explanation — Postmaster's Statement of Account	September 22, 1998	N/A
PS 1990	8/73	Referral Memorandum	September 22, 1998	N/A
PS 2132	11/80	Claim for Accountable Financial Loss	September 22, 1998	N/A
PS 2465	12/73	Initial-Level Supervisor Examination (Numerical Copy)	June 23, 1998	N/A
PS 2713	9/76	Dispatch Record of PAL Mail by Air	September 21, 1998	N/A
PS 2738	4/81	Airmail Accounting Form Irregularities	September 21, 1998	N/A
PS 2814	10/84	ODIS First-Class Mail Service Standard Achievement Areas	September 21, 1998	N/A
PS 2821	6/81	Assigning Order	June 24, 1998	N/A
PS 2848-PX	4/87	City Carrier Route Mail Acceptance Data	September 21, 1998	N/A
PS 2850	6/92	Claim for Indemnity Is Not Properly Payable	September 21, 1998	N/A
PS 2931	2/74	International Parcel Post Account	September 21, 1998	N/A
PS 2949	10/83	Mail Record — Inbound	September 21, 1998	N/A
PS 2991	9/73	Statement of Account — International Air Mail Service	September 21, 1998	N/A
PS 2991-A	7/77	Statement of Weights of Air Mails Received	September 21, 1998	N/A
PS 3000	8/83	Mailing Statement Register for Official Penalty Mail	September 21, 1998	N/A
PS 3026	2/74	Acknowledgment of Assignment of U.S. Postal Service Check	September 21, 1998	N/A
PS 3074	5/87	Request for Waiver of Claim for Erroneous Payment of Pay	September 21, 1998	N/A
PS 3155	9/86	Data Processing Documentation: Format Description	June 23, 1998	N/A
PS 3178	3/85	Validation Master File Multi-Purpose Code Sheet	September 21, 1998	N/A
PS 3184	6/87	Validation Master File Postal Facility Transaction	September 21, 1998	N/A
PS 3195-A	1/78	Control Register	September 21, 1998	N/A
PS 3195-B	1/78	Control Register	September 21, 1998	N/A

Form Number	Edition Date	Title	Obsolete Date	Replaced By
PS 3195-C	1/78	Control Register	September 21, 1998	N/A
PS 3195-D	1/78	Control Register	September 21, 1998	N/A
PS 3196	2/78	Data Preparation Control Log	September 21, 1998	N/A
PS 3198	2/78	Report and Output Distribution Sheet	September 21, 1998	N/A
PS 3202	2/78	Data Conversion Control Log	September 21, 1998	N/A
PS 3239-A	3/88	Payroll Deduction Authorization to Liquidate Other Government Agency Indebtedness	September 21, 1998	N/A
PS 3265	10/73	Statement of International Reply Coupons	September 21, 1998	N/A
PS 3353	4/74	International Reply Coupons	September 21, 1998	N/A
PS 3504	4/89	Food Coupon Inventory Report	September 21, 1998	N/A
PS 3508	9/92	Requisition for Saleable Items (Other than Stamps)	September 21, 1998	N/A
PS 4562	5/80	Auxiliary Equipment and Change Code Sheet	September 21, 1998	N/A
PS 5167	10/88	Routing and Protection for Coded and High Value Shipments	June 24, 1998	N/A
PS 6550	10/82	Declaration of Intent, and Certification of Authenticity	September 21, 1998	N/A
PS 7483	8/83	Instructions — Contractor Inventory Schedules	June 29, 1998	N/A
PS 8000-Z	3/83	IRM Security Survey Checklist	June 24, 1998	N/A
PS 8002-Z	3/84	CICS Authorization Request	June 24, 1998	N/A
PS 8100	12/91	CEPT Terminal Dues System: Inbound International Mail	September 21, 1998	N/A
PS 8120	10/90	Inbound International Surface/SAL Mail — CEPT Terminal Dues System	September 21, 1998	N/A
PS 8121	11/90	License for Postal Units	June 26, 1998	N/A

#### **Directives With Electronic Access**

Document ID	Edition Date	Title	NSN	Org	USPS Source	Public Source
HBK EL-603	7/96	Equal Employment Opportunity Complaint Processing	7610-03-000-8765	LR	MDC, IWEB	MDC
POS 72	12/93	EEO Is the Law	7690-03-000-9326	LR	MDC, IWEB	N/A
PUB 133	8/95	What You Need to Know About EEO	7690-03-000-4279	LR	MDC, IWEB	N/A
PUB 295	6/98	Hispanic People and Events on United States Postage Stamps	7610-03-000-9507	DIV	MDC, IWEB	MDC, WWW
PUB 542	6/98	Understanding the Private Express Statutes	7610-04-000-5115	MSY	MDC, IWEB	MDC, WWW

—Corporate Publishing & Information Management, Information Systems, 10-22-98

# Customer Relations

#### **Mail Alert**

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

1 million pieces or more, should contact Customer Relations Program Management at 202-268-5885 at least 1 month preceding the requested delivery dates.

Title of Mailings	Class and Type of Mail	Requested Delivery Date	Number of Pieces (Millions)	Distribution	Presort Level	Comments
Midnight Velvet	Standard A/flat	10/19–10/22	1.0	Nationwide	CarRt, 3/5-digit, barcode	7 15/16" x 10 1/4"
Current — Christmas 1998	Standard A/flat	10/19–10/23	4.1	Nationwide	CarRt, 3/5-digit, basic	8" x 10"
LL Bean — 1998 Christmas Home Camp	Standard A/flat	10/20–10/22	1.4	Nationwide	CarRt, 5-digit, basic	7 7/8" x 8 15/16", 112 pages
LL Bean — 1998 Winter Sporting I	Standard A/flat	10/20-10/22	2.8	Nationwide	CarRt, 5-digit, basic	7 15/16" x 10 1/2", 110 pages
Barrie Pace — Holiday 1998	Standard A/flat	10/20-10/22	1.2	Nationwide	CarRt	RR Donnelley
JC Penney — Million \$ Jewelry	Standard A/flat	10/20-10/22	9.0	Nationwide	CarRt	Harte-Hanks
JC Penney — Holiday Gift Sale	Standard A/flat	10/22-10/24	10.6	Nationwide	CarRt	RR Donnelley
Bloomingdale's — November 4 Star	Standard A/flat	10/24-10/27	1.1	Nationwide	CarRt, 3/5-digit	10 1/2" x 10 1/2", Case Hoyt, Polybag
Service Merchandise — Holiday Gift Guide	Standard A/flat	10/26-10/27	12.0	Nationwide	3/5-digit	RR Donnelley, Lynchburg, VA; World Color, Augusta, GA
JC Penney — Furniture Window Sale	Standard A/flat	10/26-10/28	4.4	Nationwide	CarRt	Harte-Hanks
JC Penney — Smooth Touch	Standard A/ltr	10/26-10/28	1.0	Nationwide	CarRt	Harte-Hanks
LL Bean — 1998 Winter Kid's	Standard A/flat	10/27-10/29	1.7	Nationwide	CarRt, 5-digit, basic	7 7/16" x 10 1/4", 76 pages
1998 Nothing But Hoops	Standard A/flat	10/27-10/31	1.1	Nationwide	CarRt, 3/5-digit, basic	Quebecor Printing, Olive Branch, MS
Eddie Bauer — November Home	Standard A/flat	10/28-10/31	1.5	Nationwide	3/5-digit	RR Donnelley, Warsaw, IN
JC Penney — Holiday Home Sale	Standard A/flat	10/29–10/31	14.1	Nationwide	CarRt	RR Donnelley
JC Penney — Clearance	Standard A/flat	10/29–10/31	2.4	Nationwide	CarRt	Perry Printing
Sally Beauty Supply	Standard A/ltr	10/29–10/31	2.6	Nationwide	CarRt, 3/5-digit, basic	Time sensitive
Bloomingdale's — Private Thank You Event	Standard A/ postcard	10/31-11/4	1.6	Nationwide	CarRt, 3/5-digit	6" x 9", Lazurus
Bloomingdale's — Beauty Benefits	Standard A/flat	10/31-11/4	1.1	Nationwide	CarRt, 3/5-digit	9" x 10 7/8", Arandell
Service Merchandise — Toys	Standard A/flat	11/2–11/3	4.0	Nationwide	3/5-digit	World Color, Corinth, MS

Title of Mailings	Class and Type of Mail	Requested Delivery Date	Number of Pieces (Millions)	Distribution	Presort Level	Comments
US Voting Guide	Standard A/flat	11/2-11/4	2.9	New York State	CarRt, 5-digit	4 1/4" x 11", 80 pages, Joncas Postexperts
Eddie Bauer — Holiday Prospect	Standard A/flat	11/2–11/4	2.9	Nationwide	3/5-digit	RR Donnelley, Warsaw, IN
The Territory Ahead — Christmas 1	Standard A/flat	11/2-11/4	3.0	Nationwide	CarRt, 3/5-digit	Arandell, 64 pages
JC Penney — Biggest Sale of the Year	Standard A/flat	11/2–11/4	15.0	Nationwide	CarRt	Harte-Hanks
San Francisco Music Box Company	Standard A/flat	11/2–11/6	1.0	Nationwide	CarRt, 3/5-digit, barcode	8 1/2" x 10 1/2", 56 pages, Banta, MN
Hallmark — Gold Crown	Standard A/flat	11/2-11/9	12.5	Nationwide	CarRt	World Color, Bensenville, IL
Service Merchandise — Cameras	Standard A/flat	11/3–11/4	4.0	Nationwide	3/5-digit	RR Donnelley, Lynchburg, VA
LL Bean — 1998 Christmas Gift	Standard A/flat	11/3–11/5	1.4	Nationwide	CarRt, 5-digit, basic	7 7/8" x 8 15/16", 68 pages
Coldwater Creek — Northcountry	Standard A/flat	11/4–11/6	5.3	Nationwide	3/5-digit	RR Donnelley, Warsaw, IN

--Customer Relations, Marketing, 10-22-98

## Domestic Mail

#### **Overseas Military Mail**

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

Acceptance clerks should use this table with the

integrated retail terminal (IRT) to determine whether an APO/FPO ZIP Code is active and which conditions of mailing apply. For Express Mail Military Service (EMMS) availability, refer to the local hardcopy EMMS directory.

The complete table appears in the last *Postal Bulletin* of each month.

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

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	
09001	Not Active	09037	Not Active	09073	Not Active	
09002	Not Active	09038	Not Active	09074	B-B1-C-D-U	
09003	Not Active	09039	Not Active	09075	Not Active	
09004	Not Active	09040	Not Active	09076	B-B1-C-D-U	
09005	Not Active	09041	Not Active	09077	Not Active	
09006	Not Active	09042	B-B1-C-D-U	09078	Not Active	
09007	B-B1-C-D-U	09043	Not Active	09079	Not Active	
09008	Not Active	09044	Not Active	09080	B-B1-C-D-U	
09009	B-B1-C-D-U	09045	B-B1-C-D-U	09081	B-B1-C-D-U	
09010	Not Active	09046	B-B1-C-D-U	09082	Not Active	
09011	Not Active	09047	Not Active	09083	Not Active	
09012	B-B1-C-D-U	09048	Not Active	09084	Not Active	
09013	Not Active	09049	Not Active	09085	Not Active	
09014	B-B1-C-D-U	09050	B-B1-C-D-U	09086	B-B1-C-D-U	
09015	Not Active	09051	Not Active	09087	Not Active	
09016	Not Active	09052	Not Active	09088	Not Active	
09017	Not Active	09053	B-B1-C-D-U	09089	B-B1-C-D-U	
09018	Not Active	09054	B-B1-C-D-U	09090	B-B1-C-D-U	
09019	Not Active	09055	Not Active	09091	Not Active	
09020	Not Active	09056	B-B1-C-D-U	09092	Not Active	
09021	B-B1-C-D-U	09057	Not Active	09093	Not Active	
09022	Not Active	09058	B-B1-C-D-U	09094	B-B1-C-D	
09023	Not Active	09059	B-B1-C-D-U	09095	B-B1-C-D-U	
09024	Not Active	09060	B-B1-C-D-U	09096	B-B1-C-D-U	
09025	Not Active	09061	Not Active	09097	Not Active	
09026	Not Active	09062	Not Active	09098	B-B1-C-D-U	
09027	Not Active	09063	B-B1-C-D-L-U	09099	B-B1-C-D-U	
09028	B-B1-C-D-U	09064	Not Active	09100	B-B1-C-D-U	
09029	Not Active	09065	Not Active	09101	Not Active	
09030	Not Active	09066	Not Active	09102	B-B1-C-D-U	
09031	B-B1-C-D-U	09067	B-B1-C-D-U	09103	B-B1-D-U	
09032	Not Active	09068	Not Active	09104	B-B1-C-D-U	
09033	B-B1-C-D-U	09069	B-B1-C-D-U	09105	Not Active	
09034	B-B1-C-D-U	09070	Not Active	09106	Not Active	
09035	Not Active	09071	Not Active	09107	B-B1-C-D-U	
09036	B-B1-C-D-U	09072	Not Active	09108	Not Active	

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09109	Not Active	09161	Not Active	09214	B-B1-C-D-U
09110	B-B1-C-D-U	09162	Not Active	09215	Not Active
09111	B-B1-C-D-U	09163	Not Active	09216	Not Active
09112	B-B1-C-D-U	09164	Not Active	09217	Not Active
09113	Not Active	09165	B-B1-C-D-U	09218	Not Active
09114	B-B1-C-D-U	09166	B-B1-C-D-U	09219	Not Active
09115	Not Active	09167	Not Active	09220	Not Active
09116	Not Active	09168	Not Active	09221	Not Active
09117	Not Active	09169	B-B1-C-D-U	09222	Not Active
09118	Not Active	09170	Not Active	09223	Not Active
09119	Not Active	09171	Not Active	09224	Not Active
09120	Not Active	09172	B-B1-C-D-U	09225	B-B1-C-D-U
09121	Not Active	09173	B-B1-C-D-U	09226	B-B1-C-D-U
09122	Not Active	09174	Not Active	09227	B-B1-C-D-U
09123	B-B1-C-D-U	09175	B-B1-C-D-U	09228	Not Active
09124	Not Active	09176	Not Active	09229	B-B1-C-D-U
09125	Not Active	09177	B-B1-C-D-U	09230	Not Active
09126	B-B1-C-D	09178	Not Active	09231	Not Active
09127	Not Active	09179	Not Active	09232	Not Active
09128	B-B1-C-D-U	09180	B-B1-C-D-U	09233	Not Active
09129	Not Active	09181	Not Active	09234	Not Active
09130	Not Active	09182	B-B1-C-D-U	09235	Not Active
09131	B-B1-C-D-U	09183	B-B1-C-D-U	09236	Not Active
09132	Not Active	09184	Not Active	09237	B-B1-C-D-U
09133	Not Active	09185	B-B1-C-D-U	09238	Not Active
09134	Not Active	09186	B-B1-C-D-U	09239	Not Active
09135	B-X	09187	Not Active	09240	Not Active
09136	B-B1-C-D	09188	Not Active	09241	Not Active
09137	B-B1-C-D-U	09189	Not Active	09242	Not Active
09138	B-B1-C-D-U	09190	Not Active	09243	Not Active
09139	B-B1-C-D	09191	Not Active	09244	B-B1-C-D-U
09140	B-B1-C-D-U	09192	Not Active	09245	B-B1-C-D-U
09141	Not Active	09193	Not Active	09246	Not Active
09142	B-B1-C-D-U	09194	Not Active	09247	Not Active
09143	B-B1-C-D-U	09195	Not Active	09248	Not Active
09144	Not Active	09196	Not Active	09249	Not Active
09145	Not Active	09197	Not Active	09250	B-B1-C-D-U
09146	Not Active	09198	Not Active	09251	Not Active
09147	Not Active	09199	Not Active	09252	B-B1-C-D-U
09148	Not Active	09201	Not Active	09253	Not Active
09149	Not Active Not Active	09202 09203	Not Active Not Active	09254 09255	Not Active Not Active
09150 09151	Not Active	09203	Not Active	09256	Not Active
09151	Not Active	09205	Not Active	09257	Not Active
09152	Not Active	09205	Not Active	09257	Not Active
09154	B-B1-C-D-U	09207	Not Active	09259	Not Active
09155	Not Active	09208	Not Active	09260	Not Active
09156	Not Active	09209	Not Active	09261	Not Active
09157	Not Active	09210	Not Active	09262	B-B1-C-D-U
09158	Not Active	09211	B-B1-C-D-U	09263	B-B1-C-D-U
09159	Not Active	09212	B-B1-C-D-U	09264	B-B1-C-D-U
09160	Not Active	09213	B-B1-C-D-U	09265	B-B1-C-D-N-U
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APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09266	B-B1-C-D-U	09318	Not Active	09371-0001	A-B-B1-F-F1-R
09267	B-B1-C-D-U	09319	Not Active	09372-0004	A-B-B1-F-F1-R
09268	Not Active	09320	Not Active	09373	Not Active
09269	Not Active	09321	Not Active	09374	Not Active
09270	Not Active	09322	Not Active	09375	Not Active
09271	Not Active	09323	Not Active	09376	Not Active
09272	Not Active	09324	Not Active	09377	Not Active
09273	Not Active	09325	Not Active	09378	Not Active
09274	Not Active	09326	Not Active	09379	Not Active
09275	Not Active	09327	Not Active	09380	Not Active
09276	Not Active	09328	Not Active	09381	Not Active
09277	Not Active	09329	Not Active	09382	Not Active
09278	Not Active	09330	Not Active	09383	Not Active
09279	Not Active	09331	Not Active	09384	Not Active
09280	Not Active	09332	Not Active	09385	Not Active
09281	Not Active	09334	Not Active	09386	Not Active
09282	Not Active	09335	Not Active	09387	Not Active
09283	Not Active	09336	Not Active	09388	Not Active
09284	Not Active	09337	Not Active	09389	Not Active
09285	Not Active	09338	Not Active	09390	Not Active
09286	Not Active	09339	Not Active	09391-0001	B-B1-X
09287	Not Active	09340	Not Active	09392-0001	B-B1
09288	Not Active	09341	Not Active	09393	Not Active
09289	Not Active	09342	Not Active	09394	Not Active
09290	Not Active	09343	Not Active	09395	B-B1-C-F-F1-U
09291	Not Active	09344	Not Active	09396	A-B-B1-F
09292	Not Active	09345	Not Active	09397	A-B-B1-C1-F-R
09293	Not Active	09346	Not Active	09398	B-B1
09294	Not Active	09347	Not Active	09399	B-B1-C-D-U
09295	Not Active	09348	Not Active	09401	Not Active
09296	Not Active	09349	Not Active	09402	Not Active
09297	Not Active	09350	Not Active	09403	Not Active
09298	Not Active	09351	Not Active	09404	Not Active
09299	Not Active	09352	Not Active	09405	Not Active
09301-0001	A-B-B1-F-F1-R	09353	Not Active	09406	Not Active
09301-8580	A-B-B1-F-F1-R	09354	Not Active	09407	Not Active
09302-0002	B-B1-E2-F-H1-R-R1-U2-Z1	09355	Not Active	09408	Not Active
09303	B-B1-E2-F-H1-R-R1-U2-Z1	09356	Not Active	09409	B-B1-C-C1-U
09304	B-B1-E2-F-H1-R-R1-U2-Z1	09357	Not Active	09410	Not Active
09305	B-B1-E2-F-H1-R-R1-U2-Z1	09358	Not Active	09411	Not Active
09306	Not Active	09359	Not Active	09412	Not Active
09307	Not Active	09360-0005	B-B1-I-N	09413	Not Active
09308	Not Active	09361	Not Active	09414	Not Active
09309	Not Active	09362	Not Active	09415	Not Active
09310	Not Active	09363	Not Active	09416	Not Active
09311	Not Active	09364	Not Active	09417	Not Active
09312	Not Active	09365	Not Active	09418	Not Active
09313	Not Active	09366	Not Active	09419	Not Active
09314	Not Active	09367	Not Active	09420	Not Active
09315	Not Active	09368	Not Active	09421	B-B1-C-C1-U
09316	Not Active	09369	Not Active	09422	Not Active
09317	Not Active	09370	Not Active	09423	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09424	Not Active	09476	Not Active	09529	Not Active
09425	Not Active	09477	Not Active	09530	Not Active
09426	Not Active	09478	Not Active	09531	Not Active
09427	Not Active	09479	Not Active	09532	В
09428	Not Active	09480	Not Active	09533	Not Active
09429	Not Active	09481	Not Active	09534	В
09430	Not Active	09482	Not Active	09535	Not Active
09431	Not Active	09483	Not Active	09536	В
09432	Not Active	09484	Not Active	09537	Not Active
09433	Not Active	09485	Not Active	09538	Not Active
09434	Not Active	09486	Not Active	09539	Not Active
09435	Not Active	09487	Not Active	09540	Not Active
09436	Not Active	09488	Not Active	09541	Not Active
09437	Not Active	09489	Not Active	09542	Not Active
09438	Not Active	09490	Not Active	09543	В
09439	Not Active	09491	Not Active	09544	Not Active
09440	Not Active	09492	Not Active	09545	В
09441	Not Active	09493	Not Active	09546	Not Active
09442	Not Active	09494	B-B1-C-C1-U	09547	Not Active
09443	Not Active	09495	Not Active	09548	Not Active
09444	Not Active	09496	B-B1-C-C1-U	09549	В
09445	Not Active	09497	Not Active	09550	В
09446	Not Active	09498	B-B1-C-C1-U	09551	Not Active
09447	B-B1-C-C1-U	09499	B-B1-C-C1-U	09552	Not Active
09448	B-B1-C-C1-U	09501	В	09553	Not Active
09449	Not Active	09502	В	09554	B-B1
09450	Not Active	09503	В	09555	Not Active
09451	Not Active	09504	В	09556	В
09452	Not Active	09505	В	09557	В
09453	Not Active	09506	В	09558	В
09454	B-B1-C-C1-U	09507	В	09559	Not Active
09455	Not Active	09508	В	09560	Not Active
09456	B-B1-C-C1-U	09509	В	09561	Not Active
09457	Not Active	09510	В	09562	Not Active
09458	Not Active	09511	В	09563	В
09459	B-B1-C-C1-U	09512	Not Active	09564	В
09460	Not Active	09513	Not Active	09565	В
09461	B-B1-C-C1-U	09514	Not Active	09566	В
09462	Not Active	09515	Not Active	09567	В
09463	B-B1-C-C1-U	09516	Not Active	09568	В
09464	B-B1-C-C1-U	09517	В	09569	В
09465	Not Active	09518	Not Active	09570	В
09466	Not Active	09519	Not Active	09571	Not Active
09467	Not Active	09520	Not Active	09572	Not Active
09468	B-B1-C-C1-U	09521	В	09573	В
09469	B-B1-C-C1-U	09522	Not Active	09574	В
09470	B-B1-C-C1-U	09523	Not Active	09575	В
09471	Not Active	09524	В	09576	В
09472	Not Active	09525	Not Active	09577	В
09473	Not Active	09526	Not Active	09578	В
09474	Not Active	09527	Not Active	09579	В
09475	Not Active	09528	Not Active	09580	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09581	В	09634	Not Active	09686	Not Active
09582	В	09635	Not Active	09687	Not Active
09583	Not Active	09636	B-B1-C-F-U	09688	Not Active
09584	Not Active	09637	Not Active	09689	Not Active
09585	Not Active	09638	Not Active	09690	Not Active
09586	В	09639	Not Active	09691	Not Active
09587	В	09640	Not Active	09692	Not Active
09588	В	09641	Not Active	09693	Not Active
09589	Not Active	09642	B-B1-N-U	09694	Not Active
09590	В	09643	B-B1-U	09695	Not Active
09591	В	09644	B-B1-U	09696	Not Active
09592	Not Active	09645	B-B1-U	09697	Not Active
09593	В	09646	В-Х	09698	Not Active
09594	В	09647	B-B1-N-U	09699	Not Active
09595	В	09648	Not Active	09701	Not Active
09596	В	09649	Not Active	09702	Not Active
09597	Not Active	09650	Not Active	09703	B-B1-C-F1
09598	Not Active	09651	Not Active	09704	B-B1-C-D
09599	В	09652	Not Active	09705	B-B1-U
09601	B-B1-C-F-F1-U	09653	Not Active	09706	B-B1-C-D-U
09602	Not Active	09654	Not Active	09707	B-B1-C-D-N-U
09603	B-B1-C-F-F1-U	09655	Not Active	09708	B-B1
09604	B-B1-C-F-F1-U	09656	Not Active	09709	B-B1-F1
09605	Not Active	09657	Not Active	09710	B-B1-C-C1-F1-M-R-R1-U
09606	Not Active	09658	Not Active	09711	Not Active
09607	Not Active	09659	Not Active	09712	Not Active
09608	Not Active	09660	Not Active	09713	B-B1-C-F1
09609	B-B1-C-F-U	09661	Not Active	09714	B-B1-C-C1-F1-M-R-R1-U
09610	B-B1-C-F-U	09662	Not Active	09715	B-B1-F1
09611	Not Active	09663	Not Active	09716	B-B1-C-D-N-U
09612	B-B1-C-F-U	09664	Not Active	09717	B-B1-M-W
09613	B-B1-C-F-U	09665	Not Active	09718	B-B1-F-I-N-U
09614	Not Active	09666	Not Active	09719	Not Active
09615	Not Active	09667	Not Active	09720	B-B1-U
09616	Not Active	09668	Not Active	09721	B-B1-N-U
09617	B-B1-C-F-U	09669	Not Active	09722	B-B1-C-D-N-U
09618	B-B1-C-F-U	09670	Not Active	09723	B-B1-N-U
09619	B-B1-C-F-U	09671	Not Active	09724	B-B1-C-C1-F1-M-R-R1-U
09620	B-B1-C-F-U	09672	Not Active	09725	B-C
09621	B-B1-C-F-U	09673	Not Active	09726	B-B1-N-U
09622	B-B1-C-F-U	09674	Not Active	09727	Not Active
09623	B-B1-C-F-U	09675	Not Active	09728	B-C
09624	B-B1-C-F-U	09676	Not Active	09729	B-C
09625	B-B1-C-F-U	09677	Not Active	09730	Not Active
09626	B-B1-C-F-U	09678	Not Active	09731	Not Active
09627	B-B1-C-F-U	09679	Not Active	09732	B-B1
09628	B-B1-C-F-F1-U	09680	Not Active	09733	B-B1-I
09629	Not Active	09681	Not Active	09734	Not Active
09630	B-B1-C-F-U	09682	Not Active	09735	B-B1
09631	B-B1-C-F-U	09683	Not Active	09736	Not Active
09632	Not Active	09684	Not Active	09737	Not Active
09633	Not Active	09685	Not Active	09738	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09739	Not Active	09791	A-B-B1-C1-E1-F-I-M-R	09836	A-B-B1-C-F-M-Z1
09740	Not Active	09792	B-B1-C-F-U	09837	B-B1-Z1
09741	Not Active	09793	A-B-B1-C1-F-R	09838	B-B1-Z1
09742	Not Active	09794	A-B-B1-C1-F-R	09839	A-B-B1-U-Z1
09743	Not Active	09795	A-B-B1-C1-F-I-N-R	09840	Not Active
09744	Not Active	09796	A-B-B1-C1-F-I-N-R	09841	A-B-B1-U-Z1
09745	Not Active	09797	Not Active	09842	A-B-B1-Z1
09746	Not Active	09798	Not Active	09843	A-B-B1-Z1
09747	Not Active	09799	Not Active	09844	Not Active
09748	Not Active	09801	Not Active	09845	Not Active
09749	Not Active	09802	B-B1-E2-E3-F-H1-R-R1-U1-	09846	Not Active
09750	Not Active		Z1	09847	Not Active
09751	Not Active	09803	B-B1-E2-E3-F-H1-R-R1-U1-	09848	Not Active
09752	Not Active		Z1	09849	Not Active
09753	Not Active	09804	Not Active	09850	Not Active
09754	Not Active	09805	B-B1-E2-E3-F-H1-I-R-R1-	09851	Not Active
09755	Not Active		U1-Z1	09852	B-B1-E2-E3-F-H1-R-R1-U1-
09756	Not Active	09806	Not Active	00002	Z1
09757	Not Active	09807	Not Active	09853	B-B1-E2-F-H1-R-R1-U2-Z1
09758	Not Active	09808	Not Active	09854	B-B1-E2-F-H1-N-R-R1-U2-
09759	Not Active	09809	B-B1-E2-E3-F-H1-R-R1-U1-		Z-Z1
09760	Not Active	00040	Z1	09855	B-B1-E2-F-H1-R-R1-U2-Z1
09761	Not Active	09810	B-B1-E2-E3-F-H1-R-R1-U1- Z1	09856	Not Active
09762	Not Active	09811	B-B1-E2-E3-F-H1-R-R1-U1-	09857	Not Active
09763	Not Active	09011	Z1	09858	B-B1-E2-E3-F-H1-R-R1-U1-
09764	Not Active	09812	B-B1-E2-E3-F-F1-I-N-R-U-		Z1
09765	Not Active		Z1	09859	Not Active
09766	Not Active	09813	Not Active	09860	Not Active
09767	Not Active	09814	B-B1-E2-E3-F-F1-I-N-R-U-	09861	Not Active
09768	Not Active		Z1	09862	Not Active
09769	Not Active	09815	Not Active	09863	Not Active
09770	Not Active	09816	Not Active	09864	Not Active
09771	Not Active	09817	Not Active	09865	A-B-B1-Z1
09772	Not Active	09818	Not Active	09866	Not Active
09773	Not Active	09819	A-B-F-P-Z1	09867	A-B-B1-F-R-R1-Z1
09774	Not Active	09820	Not Active	09868	A-B-B1-U-Z1
09775	Not Active	09821	A-B-F-Z1	09869	Not Active
09776	Not Active	09822	A-B-F-Z1	09870	Not Active
09777	A-B-B1-C-E1-N	09823	A-B-F-Z1	09871	B-B1-E2-E3-F-H1-R-R1-U1-
09778	Not Active	09824	A-B-F-Z1		Z1
09779	A-B-B1-C1-F-R	09825	Not Active	09872	Not Active
09780	A-B-B1-C1-F-R	09826	B-B1-E2-E3-F-H1-R-R1-U1-	09873	Not Active
09781	A-B-B1-C1-F-R		Z1	09874	Not Active
09782	A-B-B1-C1-F-R	09827	A-B-F-Z1	09875	Not Active
09783	A-B-B1-C1-F-I-N-R	09828	B-I-N-Z1	09876	B-B1-E2-F-H1-R-R1-U2-Z1
09784	Not Active	09829	Not Active	09877	Not Active
09785	A-B-B1-C1-F-I-N-R	09830	B-B1-C-Z1	09878	Not Active
09786	A-B-B1-C1-F-I-N-R	09831	B-B1-F-N-U-Z1	09879	Not Active
09787	A-B-B1-C1-F-I-N-R	09832	B-B1-U1-Z1	09880	B-B1-E2-F-H1-R-R1-U2-Z1
09788	A-B-B1-C1-F-R	09833	B-B1-U1-Z1	09881	Not Active
09789	A-B-B1-C1-F-R	09834	B-B1-Z1	09882	B-B1-E2-E3-F-H1-R-R1-U1-
09790	A-B-B1-C1-F-I-N-R	09835	A-B-B1-Z1		Z1

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09883	Not Active	09936	Not Active	09988	Not Active
09884	Not Active	09937	Not Active	09989	Not Active
09885	Not Active	09938	Not Active	09990	Not Active
09886	Not Active	09939	Not Active	09991	Not Active
09887	Not Active	09940	Not Active	09992	Not Active
09888	B-B1-E2-F-H1-R-R1-U2-Z1	09941	Not Active	09993	Not Active
09889	B-B1-E2-F-H1-R-R1-U2-Z1	09942	Not Active	09994	Not Active
09890	B-B1-E2-F-H1-R-R1-U2-Z1	09943	Not Active	09995	Not Active
09891	Not Active	09944	Not Active	09996	Not Active
09892	A-B-B1-F-R-R1-Z1	09945	Not Active	09997	Not Active
09893	Not Active	09946	Not Active	09998	Not Active
09894	Not Active	09947	Not Active	09999	Not Active
09895	Not Active	09948	Not Active	34001	B-B1-U
09896	Not Active	09949	Not Active	34002	B-B1-U
09897	B-B1-Z1	09950	Not Active	34003	Not Active
09898	B-B1-E2-F-H1-I-R-R1-U2-Z1	09951	Not Active	34004	B-B1-U
09899	B-F-N-Z1	09952	Not Active	34005	B-B1-U
09901	Not Active	09953	Not Active	34006	B-B1
09902	Not Active	09954	Not Active	34007	Not Active
09903	Not Active	09955	Not Active	34008	Not Active
09904	Not Active	09956	Not Active	34009	B-B1
09905	Not Active	09957	Not Active	34010	Not Active
09906	Not Active	09958	Not Active	34011	B-B1
09907	Not Active	09959	Not Active	34012	B-B1-U
09908	Not Active	09960	Not Active	34013	Not Active
09909	Not Active	09961	Not Active	34014	Not Active
09910	Not Active	09962	Not Active	34015	Not Active
09911	Not Active	09963	Not Active	34016	Not Active
09912	Not Active	09964	Not Active	34017	Not Active
09913	Not Active	09965	Not Active	34018	Not Active
09914	Not Active	09966	Not Active	34019	Not Active
09915	Not Active	09967	Not Active	34020	B-B1-M-N
09916	Not Active	09968	Not Active	34021	B-M-N
09917	Not Active	09969	Not Active	34022	B-B1-D-F-M
09918	Not Active	09970	Not Active	34023	B-B1-M-N
09919	Not Active	09971	Not Active	34024	B-B1-M-N
09920	Not Active	09972	Not Active	34025	B-B1-F-N-U
09921	Not Active	09973	Not Active	34026	Not Active
09922	Not Active	09974	Not Active	34027	Not Active
09923	Not Active	09975	Not Active	34028	Not Active
09924	Not Active	09976	Not Active	34029	Not Active
09925	Not Active	09977	Not Active	34030	B-B1-I-M
09926	Not Active	09978	Not Active	34031	B-B1-M-N
09927	Not Active	09979	Not Active	34032	B-M-N
09928	Not Active	09980	Not Active	34033	B-C-F-M-N
09929	Not Active	09981	Not Active	34034	B-B1-M-N
09930	Not Active	09982	Not Active	34035	B-B1-H-M-N
09931	Not Active	09983	Not Active	34036	B-M-N
09932	Not Active	09984	Not Active	34037	B-B1-C-F-H-I-M-N
09933	Not Active	09985	Not Active	34038	B-B1-M-N
09934	Not Active	09986	Not Active	34039	В
09935	Not Active	09987	Not Active	34040	В
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APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
34041	B-B1-M-N-U	34093	В	96246	Not Active
34042	B-B1-D-F-M	34094	Not Active	96247	Not Active
34043	Not Active	34095	В	96248	Not Active
34044	Not Active	34096	Not Active	96249	Not Active
34045	B-B1-I-N	34097	Not Active	96250	Not Active
34046	Not Active	34098	В	96251	A-B-B1-U
34047	Not Active	34099	В	96252	Not Active
34048	Not Active	96201	А-В	96253	Not Active
34049	Not Active	96202	Not Active	96254	Not Active
34050	В	96203	A-B	96255	Not Active
34051	В	96204	A-B-B1	96256	Not Active
34052	Not Active	96205	A-B-B1-U	96257	A-B-B1-U
34053	В	96206	A-B-B1-U	96258	A-B-B1-U
34054	Not Active	96207	A-B-B1	96259	A-B-B1-U
34055	B-N	96208	A-B-B1-U	96260	A-B-B1-U
34056	Not Active	96209	Not Active	96261	Not Active
34057	Not Active	96210	Not Active	96262	A-B-B1-U
34058	B-B1	96211	Not Active	96263	Not Active
34059	Not Active	96212	A-B-B1-U	96264	A-B-B1-U
34060	Not Active	96213	Not Active	96265	Not Active
34061	B-B1-U	96214	A-B-B1-U	96266	A-B-B1-U
34062	Not Active	96215	A-B-B1-U	96267	A-B-B1-U
34063	Not Active	96216	Not Active	96268	Not Active
34064	Not Active	96217	A-B-B1-U	96269	A-B-B1-U
34065	Not Active	96218	A-B-B1-U	96270	Not Active
34066	Not Active	96219	A-B-B1-U	96271	A-B-B1-U
34067	Not Active	96220	A-B-B1-U	96272	Not Active
34068	Not Active	96221	A-B-B1-U	96273	Not Active
34069	Not Active	96222	Not Active	96274	Not Active
34070	Not Active	96223	Not Active	96275	A-B-B1
34071	Not Active	96224	A-B-B1-U	96276	A-B-B1
34072	Not Active	96225	Not Active	96277	Not Active
34073	Not Active	96226	Not Active	96278	A-B-B1-U
34074	Not Active	96227	Not Active	96279	Not Active
34075	Not Active	96228	Not Active	96280	Not Active
34076	Not Active	96229	Not Active	96281	Not Active
34077	B-Y	96230	Not Active	96282	Not Active
34078	Not Active	96231	Not Active	96283	A-B-B1-U
34079	Not Active	96232	Not Active	96284	A-B-B1-U
34080	Not Active	96233	Not Active	96285	B-X
34081	Not Active	96234	Not Active	96286	Not Active
34082	Not Active	96235	Not Active	96287	Not Active
34083	Not Active	96236	Not Active	96288	Not Active
34084	Not Active	96237	Not Active	96289	Not Active
34085	B-X	96238	Not Active	96290	Not Active
34086	Not Active	96239	Not Active	96291	Not Active
34087	Not Active	96240	Not Active	96292	Not Active
34088	Not Active	96241	Not Active	96293	Not Active
34089	Not Active	96242	Not Active	96294	Not Active
34090	В	96243	Not Active	96295	Not Active
34091	В	96244	Not Active	96296	Not Active
34092	В	96245	Not Active	96297	A-B-B1-U

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
96298	Not Active	96351	B-B1-F-F1-F2-M-W	96404	Not Active
96299	Not Active	96352	Not Active	96405	Not Active
96301	Not Active	96353	Not Active	96406	Not Active
96302	Not Active	96354	Not Active	96407	Not Active
96303	Not Active	96355	Not Active	96408	Not Active
96304	Not Active	96356	Not Active	96409	Not Active
96305	Not Active	96357	Not Active	96410	Not Active
96306	B-B1-M-W	96358	Not Active	96411	Not Active
96307	Not Active	96359	Not Active	96412	Not Active
96308	Not Active	96360	Not Active	96413	Not Active
96309	B-B1-M-W	96361	Not Active	96414	Not Active
96310	B-B1-M-W	96362	B-B1-M-W	96415	Not Active
96311	Not Active	96363	Not Active	96416	Not Active
96312	Not Active	96364	B-B1-L-M-W	96417	Not Active
96313	B-B1-F-F1-F2-M-W	96365	B-B1-M-W	96418	Not Active
96314	Not Active	96366	Not Active	96419	Not Active
96315	Not Active	96367	B-B1-L-M-W	96420	Not Active
96316	Not Active	96368	B-B1-M-W	96421	Not Active
96317	Not Active	96369	Not Active	96422	Not Active
96318	Not Active	96370	B-B1-M-W	96423	Not Active
96319	B-B1-M-W	96371	Not Active	96424	Not Active
96320	Not Active	96372	B-B1-M-W	96425	Not Active
96321	B-B1-F-F1-F2-M-W	96373	B-B1-M-W	96426	Not Active
96322	B-B1-F-F1-F2-M-W	96374	B-B1-M-W	96427	Not Active
96323	B-B1-M-W	96375	B-B1-M-W	96428	Not Active
96324	Not Active	96376	B-B1-M-W	96429	Not Active
96325	Not Active	96377	B-B1-M-W	96430	Not Active
96326	B-B1-M-W	96378	B-B1-M-W	96431	Not Active
96327	Not Active	96379	B-B1-M-W	96432	Not Active
96328	B-B1-M-W	96380	Not Active	96433	Not Active
96329	Not Active	96381	Not Active	96434	Not Active
96330	B-B1-M-W	96382	Not Active	96435	Not Active
96331	Not Active	96383	Not Active	96436	Not Active
96332	Not Active	96384	B-B1-M-W	96437	Not Active
96333	Not Active	96385	B-X	96438	Not Active
96334	Not Active	96386	B-B1-M-W	96439	Not Active
96335	Not Active	96387	B-B1-M-W	96440	Not Active
96336	B-B1-M-W	96388	B-B1-M-W	96441	Not Active
96337	B-B1-M-W	96389	Not Active	96442	Not Active
96338	B-B1-M-W	96390	Not Active	96443	Not Active
96339	B-B1-M-W	96391	Not Active	96444	Not Active
96340	Not Active	96392	Not Active	96445	Not Active
96341	Not Active	96393	Not Active	96446	Not Active
96342	Not Active	96394	Not Active	96447	Not Active
96343	B-B1-M-W	96395	Not Active	96448	Not Active
96344	Not Active	96396	Not Active	96449	Not Active
96345	Not Active	96397	Not Active	96450	Not Active
96346	Not Active	96398	Not Active	96451	Not Active
96347	B-B1-F-F1-F2-M-W	96399	Not Active	96452	Not Active
96348	B-B1-F-F1-F2-M-W	96401	Not Active	96453	Not Active
96349	B-B1-F-F1-F2-M-W	96402	Not Active	96454	Not Active
96350	B-B1-F-F1-F2-M-W	96403	Not Active	96455	Not Active
1 00000	_ D Z W W	100,000	7,007,0010	00400	

APO/ FPO			See Restrictions	APO/ FPO	See Restrictions
96456	Not Active	96509	Not Active	96561	Not Active
96457	Not Active	96510	Not Active	96562	Not Active
96458	Not Active	96511	B-B1-I-N	96563	Not Active
96459	Not Active	96512	Not Active	96564	Not Active
96460	Not Active	96513	Not Active	96565	Not Active
96461	Not Active	96514	Not Active	96566	Not Active
96462	Not Active	96515	B-B1-F	96567	Not Active
96463	Not Active	96516	Not Active	96568	Not Active
96464	Not Active	96517	B-B1-F-U3	96569	Not Active
96465	Not Active	96518	B-B1	96570	Not Active
96466	Not Active	96519	Not Active	96571	Not Active
96467	Not Active	96520	B-F-U3	96572	Not Active
96468	Not Active	96521	B-F	96573	Not Active
96469	Not Active	96522	B-F-U	96574	Not Active
96470	Not Active	96523	Not Active	96575	Not Active
96471	Not Active	96524	Not Active	96576	Not Active
96472	Not Active	96525	Not Active	96577	Not Active
96473	Not Active	96526	Not Active	96578	Not Active
96474	Not Active	96527	Not Active	96579	Not Active
96475	Not Active	96528	Not Active	96580	A-B-B1-H-I-M-N-U
96476	Not Active	96529	Not Active	96581	Not Active
96477	Not Active	96530	A-B-B1-H-M-N-U	96582	Not Active
96478	Not Active	96531	B-B1-H-M	96583	Not Active
96479	Not Active	96532	Not Active	96584	Not Active
96480	Not Active	96533	Not Active	96585	Not Active
96481	Not Active	96534	A-B-F	96586	Not Active
96482	Not Active	96535	A-B-B1-F	96587	Not Active
96483	Not Active	96536	B-B1	96588	Not Active
96484	Not Active	96537	B-B1	96589	Not Active
96485	Not Active	96538	B-B1	96590	Not Active
96486	Not Active	96539	Not Active	96591	Not Active
96487	Not Active	96540	B-B1	96592	Not Active
96488	Not Active	96541	B-B1	96593	Not Active
96489	Not Active	96542	B-B1	96594	A-B-B1-H-I-M-N-U
96490	B-B1	96543	B-B1-P	96595	B-B1
96491	Not Active	96544	Not Active	96596	A-B-B1-H-I-M-N-U
96492	Not Active	96545	A-B-B1-H-I-M-N-U	96597	A-B-B1-H-I-M-N-U
96493	Not Active	96546	B-F-U3	96598	В
96494	Not Active	96547	Not Active	96599	В
96495	Not Active	96548	A-B-B1-H-M-U	96601	В
96496	Not Active	96549	A-B-B1-H-M-U	96602	В
96497	Not Active	96550	Not Active	96603	В
96498	Not Active	96551	A-B-B1-H-M-U	96604	В
96499	Not Active	96552	A-B-B1-H-M-U	96605	B-O
96501	Not Active	96553	A-B-B1-H-I-M-N-U	96606	В
96502	Not Active	96554	A-B-B1-H-M-U	96607	В
96503	Not Active	96555	B-B1-F-M	96608	В
96504	Not Active	96556	В	96609	В
96505	Not Active	96557	B-B1-F-M	96610	В
96506	Not Active	96558	В	96611	В
96507	Not Active	96559	Not Active	96612	В
96508	В	96560	Not Active	96613	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
96614	Not Active	96644	Not Active	96672	В
96615	В	96645	Not Active	96673	В
96616	Not Active	96646	Not Active	96674	В
96617	В	96647	Not Active	96675	В
96618	Not Active	96648	Not Active	96676	В
96619	Not Active	96649	Not Active	96677	В
96621	В	96650	Not Active	96678	В
96622	В	96651	Not Active	96679	В
96623	В	96652	Not Active	96680	Not Active
96624	В	96653	Not Active	96681	В
96625	В	96654	Not Active	96682	В
96626	Not Active	96655	Not Active	96683	В
96627	Not Active	96656	Not Active	96684	В
96628	В	96657	В	96685	Not Active
96629	В	96658	Not Active	96686	В
96630	Not Active	96659	Not Active	96687	В
96631	Not Active	96660	В	96688	Not Active
96632	Not Active	96661	В	96689	Not Active
96633	Not Active	96662	В	96690	Not Active
96634	В	96663	В	96691	Not Active
96635	B Nat Astron	96664	В	96692	Not Active
96636	Not Active	96665	В	96693	Not Active
96637	Not Active	96666	В	96694	Not Active
96638	Not Active	96667	В	96695	Not Active
96639 96640	Not Active Not Active	96668	В	96696	Not Active
96641	Not Active	96669	В	96697	Not Active
96642	Not Active	96670	В	96698	B
96643	В	96671	В	96699	Not Active

#### **RESTRICTIONS**

#### **LEGEND**

Form 2976, Customs — CN22

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 = Fleet Post Office **FPO** DMM = Domestic Mail Manual MOM = Military Ordinary Mail MPO = Military Post Office PAL = Parcel Airlift = Postal Service Center **PSC** SAM = Space Available Mail

USDA = United States Department of Agriculture Note: Mail order catalogs are prohibited as SAM or PAL mail.

- **A.** Securities, currency, or precious metals in their raw, unmanufactured state are prohibited. Official shipments are exempt from this restriction.
- **B.** Form 2976-A is required for all mail weighing 16 ounces or more. **Exceptions:** Mailers must properly complete required customs documentation when mailing any potentially dutiable international mail or military mail addressed to an APO or FPO regardless of weight. Non–dutiable international and military mail that weighs 16 ounces or more requires customs documentation with the following exceptions:
  - Known mailers are exempt from providing customs documentation on non-dutiable letters, letter packages, and printed matter weighing 16 ounces or more unless required by the destination country. (A known mailer is anyone who legally applies for a permit imprint to a mailpiece. International or military mail with meter postage is not considered to be from a known mailer.)
  - All federal, state, and local government agencies are exempt from providing customs documentation on international mail and mail addressed to an APO or FPO unless required by the destination country
  - Official Mail going to, between, and from APO or FPO addresses is exempt from providing customs documentation unless required by the destination country.
  - Prepaid mail from military contractors is exempt, providing the mailpiece is endorsed "Contents for Official Use — Exempt from Customs Requirements."
- **B1.** Form 2976 or 2976-A is required. Articles are liable for customs duty and/or purchase tax unless they are bona fide gifts intended for use by military personnel or their dependents. When the contents of a parcel meet these requirements, the mailer must endorse the customs form, "Certified to be a bona fide gift, personal effects, or items for personal use of military personnel and dependents," under the heading, Description of Contents. **Exceptions:** All other exceptions listed in restriction B above are applicable to this restriction.
  - $\boldsymbol{\mathsf{C}}.$  Cigarettes and other to bacco 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 containing religious materials contrary to Islamic faith or depicting nude or seminude persons, pornographic or sexual items, or nonauthorized political materials is prohibited.
- **E3.** Radio transceivers, cordless telephones, global positioning systems, scanners, base stations, and hand-held transmitters are prohibited.
- **F.** Firearms of any type are prohibited in all classes of mail. See definitions of firearms in DMM C022.1.1. This restriction does not apply to firearms mailed to or by official U.S. government agencies.
- **F1.** Privately owned weapons addressed to an individual are prohibited in any class of mail.
- **F2.** Importation of firearms is restricted to one shotgun and one single shot .22 caliber rifle per individual.

- **G.** Only First-Class letters, Periodicals, and Standard Mail (A) are authorized.
- **H.** Meats, including preserved meats, whether hermetically sealed or not, are prohibited.
  - H1. Pork or pork by-products are prohibited.
- $\mbox{\bf I.}$  Mail of all classes must fit in a mail sack. Mail may not exceed the following dimensions:

Length																										
42″							 			. 7	72	"	le	n	gt	h	ar	าด	d c	ıir,	th	C	om	nbi	ine	ed
over 42" to 44"							 								٠.					٠.			24	″ <u>(</u>	gir	th
over 44" to 46"							 																20	"	gir	th
over 46" to 48"							 																16	"	gir	th
Maximum length	4	18	"																						_	

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

- I1. This restriction does not apply to registered mail.
- $\ensuremath{\mathbf{I2}}.$  This restriction does not apply to official government mail marked MOM.
- **K.** Mail that includes in the address the words, "Dependent Mail Section," may consist only of letter mail, newspapers, magazines, and books. No parcel of any class containing any other matter may be mailed to the Dependent Mail section. This restriction does not apply if the address does not include the words "Dependent Mail Section."
  - L. All official mail is prohibited.
  - M. Fruits, animals, and living plants are prohibited.
  - N. Registered mail is prohibited.
- Personal mail addressed to vessels using this number is limited to unregistered First-Class Mail and certified mail. Other classes of mail are prohibited.
  - P. APO is used for the receipt and dispatch of official mail only.
- **Q.** Mail may not exceed 66 pounds, and size is limited to 42 inches maximum length and 72 inches maximum length and girth combined.
- ${\bf R.}\;$  All alcoholic beverages, including those mailable under DMM C021, are prohibited.
- **R1.** Materials used in the production of alcoholic beverages (i.e., distilling material, hops, malts, yeast, etc.) are prohibited.
- **T.** Mailings of case lots of food and supplemental household shipments must be approved by the sender's parent agency prior to mailing.
- **U.** Parcels must weigh less than 16 ounces when addressed to Box R. This restriction does not apply to mail endorsed "Free Matter for the Blind or Handicapped."
- U1. Mail is limited to First-Class Mail weighing 11 ounces or less when addressed to Box R. This restriction does not apply to mail endorsed "Free Matter for the Blind or Handicapped." Videotapes are prohibited when addressed to Box R, regardless of weight.
  - **U2.** Mail is limited to First-Class letters only when addressed to Box R.
- **U3.** Mail is limited to First-Class correspondence (including voice and video cassettes), newspapers, magazines, photographs, not exceeding 16 ounces, when addressed to Box R.
- **W.** Meat products, such as dried beef, salami, and sausage, may be mailed, provided they remain in their original, hermetically sealed packages and bear USDA certification. Other meats, bones, skin, hair, feathers, horns or hoofs of hoofed animals, wool samples, tobacco leaves, including chewing and pipe tobacco, snuff, cigars, and cigarettes, or obscene material, including obscene drawings, photographs, films, and carvings, are prohibited. Exception: 200 grams of tobacco per parcel are permitted duty free
- X. Personal mail is limited to First-Class Mail (to include audio cassettes and voice tapes) weighing 11 ounces or less. This limitation does not apply to official mail.
- Y. Mail is limited to First-Class and Priority Mail only. All Periodicals, Standard Mail (A), and Standard Mail (B) (including SAM and PAL) are not authorized. This restriction also applies to official mail.
  - Z. No outside pieces (OSPs).
- **Z1.** The Anti-Pilferage Seal (Item No O818-A) is required on all pouches and sacks.

## Fraud Alert

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

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

This listing will be provided to all Postal Service employees responsible for accepting and cashing Postal money orders. All interim notices should be destroyed when the numbers listed appear in the *Postal Bulletin*. The actual serial numbers consist of the first 10 digits on the money orders. Check for altered dollar amounts by holding money orders to the light.

The *Postal Bulletin* is available on the World Wide Web on the U.S. Postal Service home page at <a href="http://www.usps.com">http://www.usps.com</a>. To access a *Postal Bulletin*, go to "Business," then to "Business Publications," and then to "The Postal Bulletin."

The *Postal Bulletin* is also available on the Postal Service IntraNet. Click on "Corporate Information," then "Policies and Procedures," then "Postal Bulletin."

Back issues through *Postal Bulletin* 21883A (1-1-95) are available for downloading, as are the 1995, 1996, and 1997 annual indexes and 1998 quarterly index. Once downloaded, the *Postal Bulletin*, including all forms and posters, may be read and printed.

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210 221 0548	to		387 314 5574	to	5599	399 396 8935	to	8999	410 491 2311	to	2399
	210 221 (	0599	387 837 6300	to	6399	399 792 7775	to	7799	410 694 8400	to	8599
273 775 7700			388 828 0656	to	0699	399 792 8300	to	8399	410 775 1500	to	1599
	273 775 7	7899	389 696 2400	to	2799	400 427 1051	to	1999	410 795 7927	to	7999
302 000 0000			389 846 3104	to	3135	401 045 1505	to	1549	410 867 0917	to	0966
	302 123 9	9999	389 846 3145	to	3195	401 045 1571	to	1599	410 867 0970	to	0999
349 746 2056	to	2099	389 887 9211	to	9230	401 294 2700	to	2799	411 868 1023	to	1199
350 518 7350	to	7374	389 887 9234	to	9299	401 310 9505	to	9599	411 922 2322	to	2399
360 011 1690	to	1699	390 001 3182	to	3199	401 382 5312	to	5399	412 193 0900	to	0999
360 168 6008	to	6099	390 001 3500	to	3699	402 578 7876	to	7899	412 395 8599	to	8699
360 173 8800	to	8899	390 545 5974	to	5999	403 125 6744	to	6799	412 485 6500	to	6599
360 324 2326	to	2399	391 104 6146	to	6199	403 260 7000	to	7499	412 485 6610	to	6699
362 861 3064	to	3099	391 574 1466	to	1499	403 280 6470	to	6499	412 885 5953	to	5999
373 006 2176	to	2199	391 783 3020	to	3599	403 685 8600	to	8699	414 193 3608	to	3674
374 768 2600	to	2699	391 792 6100	to	6199	404 003 0300	to	0399	414 193 3677	to	3699
375 169 4400	to	4599	392 668 2956	to	2999	404 041 8838	to	8899	414 411 7348	to	7399
375 829 3400	to	3499	392 854 8500	to	8899	404 071 4268	to	4299	414 640 0757	to	0799
375 851 9100	to	9199	393 584 7566	to	7699	404 347 5356	to	5399	414 965 1727	to	1799
376 196 0911	to	0999	393 650 0074	to	0099	404 347 5548	to	5599	417 302 8104	to	8199
378 085 3679	to	3699	393 838 8316	to	8499	404 726 4500	to	4599	417 387 6532	to	6599
378 351 1063	to	1099	393 893 6007	to	6099	404 961 5001	to	5199	417 496 6800	to	6999
379 843 5100	to	5199	394 126 6907	to	6999	405 325 0188	to	0198	417 871 9250	to	9299
380 093 9600	to	9699	394 189 0405	to	0599	406 009 4587	to	4599	417 930 9533	to	9599
380 165 1165	to	1199	394 822 3243	to	3278	406 260 6830	to	6899	418 164 6500	to	6799
381 325 4500	to	4599	394 990 1810	to	1899	406 459 6641	to	6999	418 423 9863	to	9899
381 604 2510	to	2699	395 343 3264	to	3299	406 733 3000	to	3999	418 633 5922	to	5999
381 645 9525	to	9599	395 373 3035	to	3099	407 545 1557	to	1599	418 719 8520	to	8599
383 314 3968	to	3999	395 396 9649	to	9799	407 594 0412	to	0599	418 744 2235	to	2299
383 892 1000	to	1344	395 970 3240	to	3299	407 692 9100	to	9299	418 962 2848	to	2899
383 892 1382	to	1399	397 622 4054	to	4099	407 959 2190	to	2199	419 543 0286	to	0299
384 925 3641	to	3654	397 819 8902	to	8999	408 265 2275	to	2288	419 730 0300	to	0399
385 568 2331	to	2399	398 149 7200	to	7699	408 499 7700	to	7799	420 277 0015	to	0049
385 599 7554	to	7575	399 070 0872	to	0899	408 499 7900	to	7999	420 599 0734	to	0798
385 774 2024	to	2099	399 156 7119	to	7199	408 682 8484	to	8599	420 661 4115	to	4199
386 624 1412	to	1599	399 203 5064	to	5099	408 698 7015	to	7099	420 758 9500	to	9699
386 883 8936	to	8999	399 296 9910	to	9999	409 072 3941	to	3999	420 969 3951	to	3971

		1			1			1			1
420 969 3973	to	3999	444 390 1667		1699		to	0299	478 450 5071	to	5099
421 116 3565	to	3599	444 457 3854	to	3899	462 274 1072	to	1099	478 469 7838	to	7858
421 130 9300	to	9399		to	4199	462 277 8373	to	8399	478 469 7883	to	7899
421 313 4500	to	4999	450 048 4442	to	4699	462 554 6051	to	6099	479 280 9800	to	9899
421 364 5537	to	5599	450 560 5173	to	5199	463 011 5529	to	5540	479 365 9116	to	9176
421 656 2609	to	2699		to	3099	463 176 4115	to	4199	479 412 9900	to	9999
421 988 9700	to	9799	450 620 3135	to	3199	463 176 4229	to	4299	479 667 6190	to	6199
422 172 4667	to	4699	450 780 2716	to	2799	463 185 2600	to	2799	479 748 9680	to	9699
422 484 4212	to	4299	450 801 2700	to	2799	463 227 7711	to	7799	479 860 7000	to	7199
422 556 1270	to	1299	451 109 2967	to	2984	463 414 4869	to	4899	480 526 2000	to	2099
422 587 7024	to	7099	451 115 4110	to	4125	463 808 3484	to	3499	480 640 6330	to	6399
422 819 7533	to	7599	451 115 4127	to	4199	463 945 7400	to	7899	480 658 0568	to	0599
422 842 5073	to	5087	452 265 0074	to	0099	464 629 9000	to	9399	480 689 5100	to	5199
422 907 7563	to	7599	452 265 0246	to	0299	464 711 4332	to	4399	481 072 9463	to	9499
424 500 6050	to	6099	452 265 0335	to	0999	465 692 3963	to	3999	481 673 0074	to	0095
424 641 8500	to	8599	452 509 1169	to	1199	465 698 8300	to	8599	482 527 1500	to	1599
424 871 6600	to	6699	452 855 6471	to	6499	465 743 7745	to	7799	482 541 5255	to	5299
425 298 2352	to	2399	452 890 4679	to	4799	466 798 6056	to	6067	482 729 6800	to	6899
425 418 4269	to	4299	452 900 8215	to	8238	467 147 4300	to	4399	483 363 7207	to	7299
425 418 4405	to	4499	453 117 9146	to	9199	468 079 5782	to	5799	483 402 2356	to	2399
426 547 4566	to	4599	453 334 3631	to	3699	469 067 2817	to	2899	483 486 5100	to	5199
427 412 6337	to	6499	453 603 7841	to	7891	469 127 8000	to	8199	483 632 1521	to	1599
427 481 0900	to	0999	453 650 1140	to	1199	469 213 0359	to	0399	483 632 2600	to	2799
428 027 2742	to	2752	453 741 1300	to	1399	469 213 0500	to	0599	483 849 1615	to	1699
429 474 4172	to	4199	454 013 2919	to	2999	469 561 8011	to	8099	484 174 4803	to	5299
429 889 2900	to	2999	454 186 2411	to	2499	469 658 1961	to	1999	484 323 8900	to	9199
430 150 4401	to	4599	454 268 4883	to	4899	469 666 9900	to	9999	484 680 5000	to	5038
430 172 9800	to	9899	454 302 5400	to	5499	469 678 1900	to	1999	484 680 5040	to	5074
430 177 1900	to	2099	454 490 8300	to	8399	469 781 4900	to	4999	484 680 5077	to	5099
430 444 9500	to	9699	454 547 7434	to	7499	469 947 6960	to	6999	485 029 4913	to	4999
430 664 4070	to	4099	454 922 4867		4895	470 755 5800	to	5818	486 176 0600	to	0699
432 168 8419	to	8499		to	1499	471 918 0300	to	0999	486 559 7555	to	7599
432 708 6800	to	6999	455 364 2147	to	2199	471 985 2408	to	2419	486 696 3023	to	3199
432 744 1544	to	1599	455 399 5400	to	5499	472 191 6700	to	6799	488 173 7900	to	7999
432 995 9775	to	9799	455 476 0676	to	0699	472 270 2555	to	2599	488 206 4100	to	4199
433 003 5800	to	5899	455 543 0618	to	0699	472 987 0213	to	0241	488 226 0200	to	0299
433 757 3047	to	3099	456 410 9006	to	9099	472 987 0290	to	0299	488 709 3906	to	3999
433 765 4003	to	4099	456 470 4146	to	4299	473 151 2069	to	2199	488 855 8359	to	8399
434 482 7060	to	7199	456 619 4460	to	4499	473 666 9138	to	9199	489 181 8963	to	8999
434 513 2386	to	2399		to	2699	473 952 3429	to	3499	489 223 2000	to	2099
434 968 3076	to	3092	457 729 1767	to	1777	474 108 5402	to	5499	489 311 1930	to	1999
435 303 1831	to	1842	457 937 8615		8699		to	5299	489 318 6200	to	6300
435 303 1986	to	1999	458 028 9810		9899	474 949 3366	to	3399	489 384 0027		0099
	to	6399	458 057 2712		2999		to	9399	489 427 0658		0899
	to	6899	458 069 9537	to	9599	475 167 9667		9699	489 997 5252	to	5299
436 160 6441	to	6499	458 069 9665		9699		to	3499	490 669 5850		6099
	to	7199	458 337 5222		5299		to	3799		to	7099
	to	3499	458 354 7653		7999		to	6599	490 721 6000	to	6099
439 179 2300		2399	458 671 8678		8699		to	8499	490 793 1500	to	2099
439 310 0458		0499	458 671 8721		8798	475 629 9156		9199	490 886 8171	to	8199
440 698 1947		1999	458 847 5044		5999	475 850 6101	to	6199	490 977 9221	to	9240
	to	6399	459 274 7624		7699		to	2599	491 258 8100		9099
440 858 6420	to	7299	459 365 5432		5499	476 169 8264	to	8299		to	1399
	to	1699	459 378 5764		5799	476 189 3000	to	3499	492 254 4800	to	4899
443 127 3648		3699	459 472 4816		4999		to	2499	492 283 5100		5199
	to	4099	460 349 6878		6899	477 289 8601	to	8699	492 610 6813		6899
443 673 7900		7999	460 550 1909		1999	477 681 5206		5299	493 394 5568		5599
	to	9399	460 997 5234		5299	478 010 4243		4268	493 470 2562		2599
444 382 8822		8899	461 973 6443		6499	478 010 4243		4200	493 470 2302		7799
777 302 0022	io	0033	+01 3/3 0443	ıo	0499	7100104210	ıo	4231	733 413 1100	iU	1199

493 716 2153	to	2199	612 751 5171	to	5199	634 803 3239	to	3299	647 437 3000	to	4999
494 206 2972		2999	612 751 5171		5299	634 807 2474		2499	647 811 2188		2199
	to			to			to			to	
494 217 3446	to	3999	612 751 6083	to	6099	634 827 5900	to	5999	648 009 6057	to	6099
494 224 0500	to	0599	612 751 6268	to	6299	634 886 3428	to	3499	648 163 5300	to	5499
495 145 0600	to	0699	612 751 6572	to	6599	635 559 3449	to	3499	648 722 5283	to	5299
496 209 7425	to	7499	612 774 2111	to	2199	636 289 6214	to	6299	648 892 3164	to	3199
496 213 8728	to	8799	612 774 2254	to	2299	636 634 8007	to	8042	649 100 3989	to	3999
496 474 5226	to	5248	612 774 2500	to	2599	637 150 1200	to	1299	649 647 0370	to	0399
497 053 8517	to	8699	614 469 0979	to	0999	637 562 5828	to	5899	649 647 0522	to	0599
497 854 8673	to	8699	614 474 3000	to	3099	638 042 1647	to	1699	649 647 5237	to	5399
498 449 8888	to	8899	614 521 3490	to	3499	638 049 4984	to	4999	649 647 9100	to	9299
498 929 8285	to	8499	614 645 1800	to	1899	638 318 1115	to	1199	649 666 7800	to	8299
498 936 5310	to	5399	614 832 1100	to	2099	638 318 1453	to	1499	650 114 7707	to	7719
499 016 5425	to	5499	615 017 7505	to	7599	638 885 0000	to	0299	650 130 3400	to	3599
499 440 8575	to	8899	617 711 6609	to	6699	638 903 4362	to	4373	650 213 0406	to	0499
499 731 6717	to	6799	617 760 5266	to	5299	639 415 1929	to	1999	650 555 1749	to	1799
500 064 1858	to	1869	617 813 3601	to	3699	639 415 2019	to	2099	650 564 1900	to	1999
500 070 5725	to	7799	618 840 9200	to	9299	639 420 6200	to	6299	650 627 4212	to	4299
600 645 3223	to	3299	619 551 7229	to	7299	639 469 3517	to	3799	650 736 2043	to	2099
601 339 1200	to	1399	619 859 3000	to	3099	639 605 2143	to	2199	650 739 1540	to	1699
			620 073 9400	to	9 <b>499</b>				651 741 4415		4499
	to	5899				639 657 8600	to	8799 <b>7500</b>		to	
601 661 7700	to	7799	621 614 7907	to	7930	640 289 7500	to	7599	651 882 2800	to	2899
601 682 5343	to	5399	621 614 7932	to	7999	640 289 7700	to	7999	652 754 6317	to	6399
601 928 1600	to	1699	621 648 8021	to	8199	641 170 4420	to	4499	653 131 4945	to	4999
602 512 2972	to	2999	621 648 8500	to	8599	641 318 3133	to	3199	653 426 3300	to	3399
602 555 2400	to	2799	621 904 8351	to	8599	641 378 6500	to	6999	653 455 4874	to	4899
602 829 7061	to	7099	621 916 1978	to	1989	641 383 8739	to	8799	654 238 0000	to	0399
603 483 9572	to	9599	622 989 8032	to	8099	641 877 3187	to	3299	654 404 3065	to	3092
603 490 7200	to	7299	623 076 9300	to	9399	641 877 3310	to	3399	654 962 2900	to	3199
603 678 7100	to	7199	623 819 5006	to	5099	642 355 8094	to	8199	655 103 5081	to	5199
603 678 7662	to	7699	623 895 8200	to	8399	642 355 8308	to	8999	655 523 2600	to	2999
603 678 7902	to	7999	623 917 0000	to	0099	642 900 0018	to	0099	656 305 2448	to	2499
603 678 8418	to	8499	623 917 0200	to	0299	643 030 6254	to	6299	657 347 4438	to	4999
603 678 8700	to	9999	624 468 5288	to	5299	644 066 0882	to	0899	657 710 8100	to	8999
604 086 0880	to	0899	624 665 3162	to	3198	644 069 0600	to	0699	657 780 0985	to	0999
604 349 1414		1499	625 088 6735	to	6799	644 077 7506	to	7699	658 586 1400	to	1499
604 503 7776	to	7799	625 916 9500	to	9799	644 085 8157	to	8199	658 877 8000	to	8199
605 520 9037	to	9099	625 968 8956	to	8999	644 112 9839	to	9899	658 880 8000	to	8199
605 685 4010	to	4099	627 005 3938	to	3999	644 373 9083	to	9099	659 398 7300	to	7399
605 988 6467	to	6499	627 384 3907	to	4099	644 380 1460	to	1499	659 706 8113	to	8199
			627 496 7549			644 733 4715		4799	659 846 7837		7899
607 689 7951	to	7960			7599						
607 728 1276	to	1299	627 708 3605	to	3699		to	9799	660 510 4100	to	4199
	to	7199	627 776 2500		2599	644 901 0109	to	1299	660 673 0400	to	0599
	to	7599	628 226 3100		3199	644 901 1325	to	1399		to	5099
	to	9999	628 814 4702		4799	644 923 6800	to	7799	661 609 9100	to	9199
609 067 5325		5399	628 851 9689		9699	644 932 4655		4699	661 716 9420		9499
609 067 5488		5499	629 510 7200		7299	645 318 7240		7499	661 906 6522		6599
609 067 5600	to	5699	629 964 4200		4294	645 333 1766		1799	662 021 8332		8399
609 289 6123	to	6199	630 389 3056	to	3071	645 790 8632	to	8699	662 068 0700	to	0899
609 438 4400	to	4499	630 463 0588	to	0599	645 821 0657	to	0699	662 553 0774	to	0799
609 493 1100	to	1199	631 459 9117	to	9199	645 930 7948	to	7999	663 078 7034	to	7099
609 766 8091	to	8999	631 762 9325	to	9399	645 975 0737	to	0762	663 763 5300	to	5399
609 825 4100	to	4115	632 217 4933	to	4999	646 242 6200	to	6299	663 883 7039	to	7499
609 884 2981		2999	632 500 0000		99 9999	646 270 7639		7799		to	8499
609 893 1000	to	1099	633 110 4165	to	4199	646 798 4000	to	4999	664 656 3055	to	3099
610 092 3200		3299	633 110 4303		4499	647 048 7035		7099	665 174 6400		6499
	to	4299	633 438 6429		6599	647 049 2900	to	2999	665 274 8208	to	8299
611 879 6939	to	6999	633 588 7173		7182	647 398 8300	to	8399	665 669 5400		5499
612 291 8013		8099	634 725 0700			647 398 8481		8499	666 132 8226		
012 291 0013	iU	0099	034 /25 0/00	w	0799	041 390 0401	ıo	0499	000 132 6226	ιO	8299

666	696 2209	to	2299	680 761 6800	to	6899	691 313 6600	to	6699	701 736 3966	to	3999
666	696 2309	to	2399	681 677 0540	to	0699	691 582 8003	to	8099	701 838 2800	to	2899
667 (	032 9300	to	9399	682 070 1029	to	1099	691 941 0000	to	4999	701 941 0600	to	0699
667	729 5529	to	5599	682 956 6280	to	6299	693 445 0566	to	0999	702 171 1603	to	1699
668	383 8400	to	8699	682 956 6490	to	6599	693 448 8500	to	8999	702 195 5109	to	5199
670	368 3400	to	3499	682 956 6700	to	6799	700 065 2570	to	2599	702 254 9300	to	9399
670	369 7336	to	7399	682 965 1178	to	1199	700 065 4800	to	4899	702 264 7569	to	7599
670	750 7169	to	7199	682 965 1201	to	1299	700 190 3350	to	3359	702 713 1800	to	1809
671 (	046 6200	to	6399	683 118 2389	to	2399	700 228 6048	to	6099	806 087 1100	to	1499
671 2	251 5448	to	5499	683 378 2000	to	2099	700 650 0452	to	0499	806 268 9275	to	9299
671 9	926 5600	to	5799	683 378 2117	to	2299	700 666 1323	to	1349	806 534 3400	to	3477
672	444 2000	to	2999	683 415 1200	to	1499	700 786 9106	to	9142	807 342 3283	to	3399
672 8	828 3410	to	3499	683 444 8159	to	8199	700 859 0744	to	0758	808 086 7100	to	7199
673 °	167 5776	to	5799	685 154 7780	to	7789	701 028 6780	to	6899	808 090 3440	to	3499
675	464 3700	to	3799	685 623 5264	to	5299	701 213 3900	to	3999	808 325 5161	to	5699
675	464 4000	to	4199	685 650 9487	to	9499	701 267 2000	to	3999	808 784 8000	to	8299
676	365 5958	to	5999	685 669 4200	to	4299	701 335 7312	to	7399	869 800 0000	to	999 9999
676	669 1024	to	1099	685 757 8452	to	8499	701 369 2005	to	2050	870 054 4814	to	4899
677 <i>′</i>	126 6734	to	6799	686 071 2694	to	2799	701 503 2247	to	2299	870 491 4812	to	4849
677	333 9979	to	9999	686 176 3333	to	3354	701 553 6557	to	6599	870 541 7167	to	7239
677	466 1088	to	1099	686 644 5879	to	5899	701 601 3457	to	3499			
678 (	071 4500	to	4799	687 601 0973	to	0999	701 605 5913	to	5999			
678 (	096 7531	to	7599	687 614 6774	to	6799	701 695 3982	to	3999			
679 9	909 2578	to	2599	688 120 9000	to	9999	701 695 4148	to	4199			
680 ′	112 9565	to	9599	690 941 6000	to	6199	701 695 4227	to	4299			
680 2	244 0903	to	0999	691 313 6383	to	6399	701 708 1741	to	1799			

-Inspection Service, 10-22-98

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

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

This listing will be provided to all Postal Service employees responsible for accepting and cashing Postal money orders. Destroy any interim notices when the numbers listed appear in the *Postal Bulletin*. The new money order serial numbers consist of the first nine digits. The 10th digit is a check digit only.

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

000 000 001	to		702 053 601	to	3 800	709 243 479	to	3 500	718 961 721	to	1 780
000 000 001		600 000	702 104 368	to	4 900	709 411 171	to	1 320	718 982 001	to	2 300
692 720 871	to	0 900	702 128 306	to	8 400	709 649 804	to	9 820	719 869 731	to	9 760
692 876 955	to	7 050	702 179 891	to	9 900	709 733 281	to	3 580	720 227 871	to	7 930
693 290 380	to	0 400	702 260 751	to	0 850	710 046 813	to	6 840	720 227 949	to	7 960
693 290 426	to	0 450	702 410 595	to	1 050	710 358 093	to	8 166	720 368 543	to	8 570
694 063 700	to	3 897	702 660 151	to	0 540	710 358 257	to	8 270	720 392 151	to	2 570
694 063 900	to	4 000	702 723 429	to	3 450	711 021 501	to	1 510	720 556 491	to	6 640
694 550 501	to	0 530	703 004 401	to	4 820	711 049 411	to	9 560	720 558 621	to	8 650
694 595 031	to	5 050	703 083 819	to	4 020	711 408 045	to	8 090	720 575 361	to	5 570
694 595 087	to	5 300	703 432 131	to	2 230	712 003 381	to	3 650	720 590 152	to	0 179
694 698 551	to	8 650	703 626 061	to	6 090	712 104 220	to	4 230	721 638 331	to	9 170
694 745 458	to	5 600	703 863 121	to	3 240	712 327 861	to	7 890	721 815 391	to	5 420
695 105 313	to	5 350	703 863 477	to	3 540	712 327 952	to	7 980	721 969 713	to	9 740
695 142 809	to	3 050	703 867 801	to	7 980	712 647 061	to	7 090	722 072 137	to	2 160
695 144 666	to	4 700	704 030 628	to	0 640	713 284 171	to	4 260	722 378 265	to	8 280
695 272 601	to	2 750	704 154 024	to	4 120	713 292 871	to	2 990	722 413 990	to	4 004
695 277 576	to	7 650	704 227 561	to	7 829	714 035 101	to	5 160	722 764 948	to	4 980
695 530 761	to	0 800	704 227 831	to	8 069	714 155 011	to	5 400	722 825 840	to	5 889
696 487 701	to	7 800	704 228 071	to	8 100	714 328 231	to	8 440	723 153 841	to	3 850
696 784 101	to	4 550	704 420 344	to	0 490	714 442 952	to	2 980	723 237 616	to	7 630
696 870 601	to	0 650	704 568 751	to	8 990	714 562 843	to	2 860	723 331 081	to	1 110
697 047 501	to	7 600	704 965 301	to	5 770	714 590 391	to	0 430	723 496 443	to	6 470
697 052 101	to	2 350	705 116 780	to	6 790	714 609 811	to	9 930	723 967 291	to	7 320
697 217 251	to	7 400	705 280 801	to	0 980	714 609 961	to	9 990	724 655 196	to	5 340
697 249 952	to	0 050	705 475 651	to	6 040	714 807 181	to	7 240	724 711 441	to	1 500
697 414 886	to	4 900	705 566 127	to	6 280	714 871 321	to	1 500	724 711 538	to	1 560
697 469 606	to	9 700	705 740 581	to	0 730	714 928 529	to	8 590	724 793 221	to	3 250
697 850 401	to	0 750	705 782 796	to	2 820	715 128 183	to	8 330	724 908 109	to	8 120
698 098 446	to	8 550	705 822 271	to	2 480	715 144 171	to	4 470	724 937 461	to	7 670
698 300 251	to	0 300	706 180 148	to	0 290	715 197 211	to	7 570	725 163 118	to	3 151
698 504 383	to	4 650	706 184 041	to	4 220	715 595 910	to	6 180	725 202 735	to	2 750
698 533 927	to	4 200	706 357 861	to	8 190	715 941 781	to	1 810	725 398 591	to	8 800
698 562 268	to	2 400	706 382 419	to	2 430	715 962 421	to	2 480	725 464 591	to	4 920
699 090 686	to	0 750	706 628 735	to	8 820	716 477 396	to	7 430	725 475 321	to	5 330
699 752 699	to	2 850	706 638 211	to	8 420	716 556 635	to	6 660	725 711 057	to	1 070
700 068 473	to	8 500	706 817 959	to	8 000	717 191 648	to	1 690	725 738 581	to	8 730
700 161 501	to	1 650	707 034 391	to	4 450	717 193 161	to	3 490	725 981 311	to	1 430
700 202 522	to	2 700	707 292 636	to	2 660	717 228 591	to	8 680	725 987 835	to	7 880
700 290 275	to	0 300	707 441 401	to	1 687	717 333 902	to	3 950	726 060 811	to	0 900
700 465 730	to	5 750	707 441 836	to	1 940	717 739 745	to	9 910	726 391 970	to	2 520
700 561 444	to	1 550	707 958 541	to	8 570	717 884 991	to	5 050	726 484 771	to	4 800
701 423 101	to	3 150	707 960 107	to	0 160	718 026 171	to	6 290	726 493 351	to	5 300
701 625 469	to	5 550	708 059 941	to	60 000	718 466 370	to	6 420	726 504 031	to	4 063
701 643 829	to	3 850	708 115 830	to	5 860	718 568 451	to	8 479	726 504 070	to	4 090
701 945 451	to	5 500	708 116 251	to	6 310	718 590 741	to	0 770	726 504 331	to	4 390
702 033 701	to	4 050	708 138 301	to	8 480	718 714 210	to	4 370	726 563 701	to	4 060
702 051 501	to	1 750	709 222 591	to	2 920	718 795 881	to	6 000	726 599 371	to	9 460

726 626 356	to	6 370	731 402 431	to	2 460	734 440 031	to	0 111	739 161 451	to	1 540
727 182 271	to	2 510	731 407 232	to	7 320	734 797 201	to	7 320	739 219 381	to	9 440
727 416 181	to	6 240	731 588 301	to	8 340	734 939 611	to	9 640	739 530 511	to	0 540
727 481 431	to	1 460	731 767 273	to	7 320	734 950 111	to	0 170	739 793 527	to	3 550
727 749 241	to	9 780	731 781 061	to	1 120	735 120 331	to	0 840	739 999 231	to	9 320
728 382 331	to	2 480	731 841 377	to	1 450	735 123 061	to	3 690	740 030 701	to	0 970
728 458 201	to	8 260	731 837 821	to	7 910	735 283 008	to	3 020	740 261 740	to	1 820
728 702 338	to	2 400	732 018 481	to	8 600	735 293 131	to	3 220	740 265 811	to	6 290
728 915 371	to	5 850	732 067 972	to	8 370	735 783 961	to	3,990	740 299 111	to	9 170
728 953 141	to	3 410	732 188 649	to	8 670	735 803 401	to	3 430	740 299 231	to	9 260
729 169 081	to	9 140	732 193 460	to	3 470	736 005 420	to	5 440	740 329 266	to	9 320
729 363 841	to	3 870	732 201 241	to	1 390	736 366 021	to	6 110	741 010 421	to	0 530
729 682 891	to	3 190	732 220 431	to	0 440	736 624 456	to	4 500	741 113 041	to	3 370
729 838 940	to	9 070	732 355 201	to	5 380	736 670 851	to	1 060	741 373 891	to	4 340
729 839 101	to	9 130	732 472 320	to	2 560	736 767 061	to	7 090	741 452 369	to	2 490
730 077 683	to	7 840	732 541 605	to	1 620	736 767 093	to	7 120	741 492 991	to	3 140
730 109 847	to	9 880	732 572 221	to	2 490	736 982 191	to	2 370	741 553 460	to	3 470
730 373 761	to	3 850	732 586 479	to	6 710	736 982 551	to	2 730	741 764 431	to	4 520
730 501 951	to	2 130	732 994 037	to	4 080	737 110 141	to	0 170	742 839 553	to	9 630
730 519 379	to	9 470	733 163 449	to	3 460	737 185 501	to	5 710	743 020 021	to	0 170
730 569 278	to	9 360	733 297 171	to	7 290	737 317 321	to	7 350			
730 711 711	to	1 740	733 446 631	to	7 110	737 517 781	to	7 840			
730 722 991	to	3 230	733 474 665	to	4 770	737 628 181	to	8 210			
730 766 111	to	6 124	733 704 482	to	4 570	737 634 258	to	4 270			
730 845 970	to	5 990	733 751 041	to	1 130	738 648 355	to	8 450			
730 888 291	to	8 320	733 971 138	to	1 210	738 849 811	to	9 900			
730 927 591	to	7 680	734 290 759	to	0 770	738 892 270	to	2 290			
731 307 914	to	7 930	734 389 273	to	9 290	738 997 259	to	7 380			

-Inspection Service, 10-22-98

# **Counterfeited Canadian Money Order Forms**

#### **Do Not Cash**

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

671,819,086	686,794,382
676,612,640	686,794,426
677,891,039	686,794,427
678,282,493	686,794,431
678,916,031	687,262,502
679,552,215	687,262,503
679,694,334	687,262,525
679,751,983	687,262,526
679,800,207	687,287,578
681,130,536	687,287,581
681,844,376 683.594.542	687,287,582
684.683.610	694.063.898
686.619.878	694.063.899
686,619,886	694,063,980
686.619.887	701.321.725
	- /- / -

-Inspection Service, 10-22-98

# **800 Number Available to Verify Canadian Money Orders**

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

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

—Inspection Service, 10-22-98

## **Invalid Express Mail Corporate Account Numbers**

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

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

085585	093788	097848	108216	113596	127079	185083	200795	222296	274135	300157	300880	303987
085627	093829	097854	108228	113916	128125	186015	200820	222328	274159	300221	300887	305067
085698	093910	097894	108244	114275	128138	186032	200825	223299	274226	300235	300906	305158
085734	093915	097912	108266	114614	128984	187048	200840	223385	274333	300258	300913	305231
085792	093987	097941	108297	115037	129916	191057	200889	224023	274380	300263	300914	305322
085911	094042	097955	108325	115146	136117	191105	206115	226075	276001	300273	300923	305352
085927	094144	098050	108364	115189	136171	191300	206122	230011	280106	300301	300924	305461
088203	094291	098055	108402	115192	138005	191367	207157	230016	281063	300319	300926	305466
088209	094454	098069	108406	115373	139088	191465	207324	232312	281097	300329	300942	305496
088236	094473	098094	108510	115601	142028	191515	207346	232335	282231	300332	300948	305497
088357	094486	098148	108532	115735	142164	191568	207526	232343	282332	300333	300949	305515
088389	094730	098207	108558	116041	142792	191587	207563	235320	282528	300342	300950	305673
088468	094759	098219	108568	117014	146565	191611	207627	235426	282692	300344	300951	305710
088472	094762	098230	108594	117164	146638	191872	207648	235433	282707	300350	300954	305773
088495	094767	098246	108615	117308	150067	191873	207652	235453	282787	300368	300964	305887
088516	094843	098285	108617	117468	150149	191931	207811	235472	282853	300394	300972	306047
088534	094854	098357	108650	117472	151082	191961	207845	235488	283257	300402	300974	306120
	095248	098434	108657	117531	151221	192252	207859	239025	283467	300405	301012	306123
088606												
088650	095265	098436	108671	117610	152187	192295	207866	240543	283475	300413	301017	306164
088723	095429	098446	108711	117648	152249	192334	207875	244013	286076	300433	301018	306341
089104	095441	098458	108735	117738	152291	192472	208130	253061	286124	300448	301021	306460
089125	095512	098473	108738	118289	152306	192532	208313	253090	286195	300459	301031	306526
	095625	098493									301035	
089401			108760	118357	152469	192547	208338	253103	287038	300474		306538
089431	095655	098501	108765	118678	152483	192560	208427	253186	292510	300484	301059	306574
089486	095893	098543	108766	118820	152534	192666	208548	253188	292583	300485	301061	306624
089533	095915	098594	108802	118827	152565	192727	208921	253203	292585	300488	301065	306688
089677	095954	098610	108817	118973	152673	192764	209159	253211	294129	300504	301292	306705
089689			108821	119366	152684	192913		253226		300601	301316	306729
	096169	098618					209168		294137			
089695	096246	098619	108825	119589	156114	192917	210343	253227	294151	300610	301339	306769
089934	096250	098623	108878	123086	156164	192997	210349	253249	294186	300613	301344	306794
089970	096304	098653	109239	123150	156217	193145	210361	253262	294209	300636	301356	306948
090006	096433	098715	109244	124162	156226	193550	210406	253266	294227	300656	301459	306999
090034	096470	098719	109280	124166	159041	193701	210415	253275	294228	300661	301498	307040
090365	096485	098735	109327	125002	159061	195057	210475	253305	294271	300678	301561	309025
090433	096488	098740	109395	125040	165387	195058	210552	253308	294356	300679	301578	311073
090514	096504	098754	109455	125091	170163	196053	210579	254025	294378	300720	301886	311113
091188	096514	100167	109633	125100	171122	196068	210604	255021	294381	300734	302006	311145
091630	096527	100978	109640	125127	171301	196077	212524	256615	294405	300737	302007	311200
091784	096530	101165	109673	125139	173051	196082	212813	258006	294414	300753	302042	311242
091792	096681	101767	109714	125186	173064	196105	220043	271029	294421	300759	302058	311249
091859	096683	101911	109720	125226	174051	196116	220049	271043	294422	300760	302212	311316
091893	096727	102317	109761	125244	174054	196117	220131	271078	294436	300762	302469	311419
091943	097011	103684	109797	125256	174060	196132	220145	271145	294442	300780	302531	311528
091963	097030	104138	109798	125258	174064	196134	220154	271147	294480	300781	302542	311542
092162	097034	104277	109819	125298	174068	196165	220278	272132	294492	300788	302574	311551
092413	097038	104482	109869	125307	175056	<u>200046</u>	220583	272180	294505	300798	302627	311556
092443	097043	105083	109913	125315	175072	200153	220622	272184	294526	300808	302636	311576
092589	097088	105302	109966	125397	175088	200191	220740	272196	294537	300809	302801	311592
092711	097354	105622	110254	125406	176052	200208	220746	272223	295280	300811	302836	311609
092806	097433	105688	110501	125420	176053	200213	220882	272224	296157	300815	302848	311640
092872	097456	105735	110860	125427	176086	200433	220891	272239	300018	300825	303696	312454
092958	097467	105784	111462	125462	176092	200484	221037	272251	300019	300831	303703	312472
092981	097513	105819	111610	126012	176121	200575	221065	272307	300051	300835	303714	312498
093152	097562	106236	111689	126020	179066	200618	221106	272341	300066	300842	303727	314008
093157	097568	106260	111734	126032	180037	200695	221301	272348	300072	300848	303746	314273
093430	097578	106559	111782	126051	181045	200713	221342	273054	300085	300849	303826	314680
093445	097616	107276	111927	126072	184015	200722	221434	273098	300101	300857	303926	314956
093590	097692	107292	111978	127008	184047	200758	221652	273116	300116	300864	303930	317317
093632	097697	107322	113185	127058	184067	200768	222061	274082	300132	300866	303966	320015
093740	097726	108143	113272	127078	185070	200772	222208	274121	300142	300879	303976	320975

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321020	332521	349439	432311	441982	480307	490478	551084	601332	605305	662590	752098	788067
321036	332959	349609	432509	441985	480365	490632	551213	601349	605335	672177	752136	789009
321156	332965	349667	432569	443080	480438	490661	551594	601439	605362	672249	752264	794032
321274	333035	349691	432688	443279	480538	490668	551873	601442	605562	681276	752575	794377
322126	333139	349729	432695	443444	480575	492031	553092	601514	605654	681305	752597	794381
322215	333365	351050	432915	450043	480627	493310	553739	601522	605687	681409	752607	797019
322222	333416	352618	436281	451016	480680	494054	553938	601528	605713	681457	752629	797021
322433	333476	352717	436351	451084	480694	494161	553955	601539	605717	681467	752759	799119
322448	333555	361233	436411	452040	480771	494220	554322	601579	605724	681535	752779	799198
322686	333621	361287	436443	452054	480872	494238	554332	601653	605762	681600	752943	<u>800109</u>
322788	333648	361293	436475	452065	480877	495054	554391	601679	605820	685261	753087	800318
323512	333689	361318	441004	452102	480883	495113	554399	601852	606234	<u>701141</u>	756013	800359
325104	333692	361319	441010	452441	480888	495197	554699	601959	606438	701282	757010	800456
326170	333737	362060	441011	452573	481432	495220	554835	602048	606607	701305	757012	800554
326320	333755	363151	441038	452615	481466	495226	554838	602162	606626	701339	757190	801201
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326435	334048	366147	441054	452781	481621	495389	570034	602198	606913	701374	757362	801319
326521	334209	366173 370018	441061	452988	481724	495405 495406	570181	602214	607796 607809	701716	757531	801427
326536 326672	334504	370018	441067 441084	454594 454735	481770		571101 572025	602235 602237	607846	705062 705147	760068 761097	801478
326720	334754 335043	372956	441113	454738	481791 481805	495409 495434	573300	602308	607969	703147	761097	801505 801576
326722	335045	379249	441147	454739	481809	495544	581030	602313	608219	708541	765524	801626
326735	335058	379500	441202	454764	481878	496171	581168	602408	608220	711038	770063	801699
326787	335078	380168	441233	454765	481938	496176	585253	602414	608249	711030	770219	801710
327592	335641	380190	441246	454772	481943	496180	591055	602429	608464	711272	770213	801738
327784	335711	380202	441249	454793	481950	497080	591080	602504	608523	721020	770512	802010
327787	335913	381146	441259	458073	482090	503141	591180	602525	608534	727028	770530	802016
327791	335918	381166	441271	458087	482155	505002	591340	602582	608569	727064	770547	802017
327795	336001	381348	441275	458141	482187	506013	591972	602591	609302	729037	771100	802018
327813	336022	381614	441293	462412	482241	506047	591982	602623	611209	730382	771260	802022
327830	336065	385001	441299	462452	482317	511004	598641	602679	614005	730611	771347	802028
327844	336066	391112	441314	462542	482386	524123	599518	602715	616046	730878	771474	802032
327871	336081	391157	441322	462557	482503	531118	600008	602854	616126	731261	773473	802091
328004	336085	392119	441336	462598	482661	531128	600055	602903	618012	731372	774002	802099
328342	336091	392230	441354	462674	482748	531302	600078	602906	618036	731378	774010	802109
328953	336326	392459	441396	462774	482772	531413	600153	602935	620035	731384	774342	802113
329260	336341	392600	441427	462775	482785	531421	600183	602943	622004	731389	774364	802116
329649	336349	392648	441431	462859	482860	531424	600239	602969	622014	731420	775261	802121
330038	336458	392657	441434	464019	482896	531520	600256	602970	624081	731610	780070	802160
330097	336483	392687	441519	464080	482982	531558	600280	602980	626001	735001	781077	802169
330329	336582	393129	441553	464103	483004	531567	600305	602983	627074	735075	782892	802171
330565	336612	395230	441566	464125	483053	531607	600352	603054	629069	740675	782931	802179
330570	338015	396202	441581	464170	483164	531656	600373	603105	631001	740864	782955	802185
330576	338025	402019	441663	464199	483262	531672	600412	604174	631339	741179	784269	802290
330585	338342	402029	441680	464200	483320	531677	600419	604198	631458	741242	784346	802292
330676	339030	402185	441693	465013	483390	531703	600441	604203	631460	741601	784412	802293
331049	340182	402199	441694	468126	483498	532366	600450	604234	631530	741637	785388	802302
331075	340213	402207 402245	441695	468145	483735	532613	600492	604269	631626	741719	785743	802311
331093	340277		441735	468375	483746	532700	600696	604357	631676	741774	786047	802376
331139	340395	402501	441742	469116	483786	532782	600762	604373	631698	744012	786077	802419
331192 331198	340532 340813	402975 402981	441752 441759	469187 471111	483942 483964	532812 532977	600790 600816	604622 604746	631702 636104	748003 750020	786084 787004	802434 802450
331314	340854	402981	441763	471111	485262	541120	600868	604746	637130	750020	787004 787305	802450 802465
331599	340915	405058	441772	473103	485319	541210	600874	605015	641154	750384	787408	802403
331724	344119	405050	441778	474017	488126	543280	600898	605018	641277	750403	787810	802526
331911	347070	410005	441802	477044	488758	543660	600910	605044	641298	750795	787897	802537
332007	347118	410074	441829	477089	489340	544016	600992	605129	641513	750941	787936	802554
332125	347133	430153	441832	477138	490129	544081	601047	605262	652970	750953	787950	802561
332424	349001	432159	441861	480198	490268	546125	601089	605290	662004	751040	787983	802570
332451	349377	432168	441960	480220	490427	551014	601316	605294	662486	752028	787994	802605
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802615	840557	852441	856158	901241	906540	917236	918591	926080	927435	932794	951713	970760
802636	840566	852481	856160	901288	906550	917268	918631	926093	927453	933146	952327	972283
802660	841070	852510	856169	901305	906632	917276	918636	926096	927461	933394	954430	972288
802734	841077	852536	856211	901317	906659	917288	918755	926128	927471	933449	954451	972309
802788	841121	852541	856260	901318	906853	917321	918773	926137	927476	933472	958399	972441
802868	841127	852563	856261	901363	906862	917326	918877	926236	927512	933527	958494	972581
802950	841156	852634	856294	901391	906871	917328	918913	926254	927514	933536	958835	972670
802995	841174	852681	856325	901400	906876	917338	918941	926322	927575	934213	958841	972876
803051	841183	852700	856335	901411	906896	917389	918956	926358	927585	935053	959056	972954
803088	841186	852707	856378	901419	907134	917415	918981	926386	927634	937231	960084	972994
803104	841318	852717	856385	901437	907254	917421	920029	926427	927677	937289	967085	973240
803244	841414	852728	856401	901499	907278	917422	920034	926450	927696	937368	967177	973283
803279	841417	852738	856487	901503	907287	917429	920089	926452	927755	937514	967253	974018
803294	841434	852792	856505	901520	907371	917436	920198	926453	927863	937741	967356	974044
803338	841460	852801	856513	901561	907416	917443	920208	926464	927922	937812	967383	974051
												974122
804087	841464	852848	860038	901587	907565	917451	920219	926471	927957	937847	967410	
804132	841549	852850	871005	901595	907715	917476	920239	926489	927962	939596	968159	974124
804255	841553	852863	871018	901599	910425	917491	920286	926495	927977	940080	968191	976025
804273	841563	852881	871458	901610	911086	917496	920305	926533	928138	940164	968311	976035
804274	841608	852900	871599	902030	911162	917503	920310	926566	928163	940188	968336	976057
805086	841610	852947	871633	902136	911297	917509	920342	926581	928166	940252	968399	980053
805536	841735	852984	891337	902225	912378	917511	920370	926605	928194	940558	968450	980263
805587	841832	853031	891364	902338	912408	917524	921020	926627	928204	940685	968456	980490
806020	841838	853033	891473	902364	913527	917529	921029	926650	928268	940950	968525	980577
806169	841859	853038	891493	902386	913637	917562	921046	926656	928278	941054	968543	980655
809037	843081	853055	891559	902496	913670	917564	921155	926694	928282	941291	968554	980656
809043	844100	853057	891635	902505	913722	917565	921217	926699	928330	941358	968590	980717
809044	844120	853099	891639	902512	914004	917613	921219	926709	928339	941365	968639	980889
809072	844127	853109	891703	902540	914207	917616	921224	926766	928341	941385	968734	980917
809110	844137	853123	891770	902575	914290	917628	921432	926866	928347	941534	968756	980938
809123	844177	853158	891816	902585	914733	917643	921449	926867	928349	941830	968850	981521
809128	846094	853161	895007	902595	914859	917645	921476	926873	928353	945693	969011	981615
810070	846139	853174	895396	902624	914954	917655	921550	926903	928409	946190	969041	981800
811041	846157	853188	895416	902666	914963	917662	921574	926917	928420	946413	969102	981906
812028	846204	853210	895530	902687	914992	917665	921593	926933	928441	946520	970149	982116
				902875								
812051	847120	853243	898002		915027	917690	921595	926957	928466	946528	970161	982122
815244	850018	853260	898005	902917	915041	917737	921609	926960	928508	946542	970262	982137
816118	850241	853276	898006	903037	915238	917794	921640	926962	928596	947097	970293	982266
816441	850508	853341	900041	903325	915294	917997	921669	926983	928694	947225	970306	988042
816805	850558	853344	900071	903582	915398	918066	921755	926992	928708	948187	970320	992172
826100	850669	853358	900110	903608	915415	918124	921762	927003	928755	948273	970410	992687
833100	850708	853408	900132	903626	915534	918131	921881	927016	928777	948401	970414	992721
836005	850743	853416	900255	904074	915574	918147	921967	927044	928779	948453	970445	992736
837167	850750	853420	900268	904227	915599	918167	922075	927089	928827	948551	970483	995049
840119	850828	853429	900346	904299	915692	918196	922123	927106	928844	950088	970494	995202
840158	850901	853438	900422	904516	915693	918273	922231	927126	928888	950232	970508	995348
840213	850949	853445	900553	904602	917010	918338	922236	927158	931044	950244	970518	995382
840341	850972	853450	900681	904603	917011	918349	924092	927166	931066	950405	970551	995438
840354	850990	853457	900717	904615	917033	918351	924371	927175	931146	950746	970592	995608
840365	852097	856025	900741	904634	917096	918385	924648	927183	931182	950761	970600	995770
840377	852099	856065	900792	904635	917109	918421	924675	927191	931252	950844	970622	997123
840459	852263	856067	900732	906080	917131	918453	925116	927225	931627	950879	970635	997238
840466	852314	856072	900810	906229	917147	918516	926016	927302	932640	950882	970633	997249
840486		856109	900832								970640	997249
	852340			906257	917190	918519	926045	927386	932735	950893		
840487	852385	856110	901054	906498	917227	918545	926059	927389	932744	951312	970681	997299
840536	852429	856135	901141	906534	917229	918551	926060	927421	932755	951691	970751	

# International Mail

**IMM REVISION** 

#### International Mail — Mailing to Ukraine

Effective October 22, 1998, the *International Mail Manual* (IMM) is revised to add an entry to the Country Conditions for Mailing to Ukraine. This revision will be incorporated into a future issue of the IMM.

#### International Mail Manual (IMM)

\* \* \* \* \*

## Country Conditions for Mailing — Ukraine

\* \* \* \*

#### Restrictions

In order to be admissible, the food items listed below must conform to Ukraine's sanitary standards and be accompanied by a certificate of conformity which has been issued by the Ukrainian State Committee for Standardization and Measures or by a comparable regulatory authority in the country of origin:

Meats, fish, shell fish, milk and dairy products, birds' eggs, natural honey, fruits and nuts, coffee, tea, spices, vegetables, grains, cereals, flour, fats and oils, animal and vegetable byproducts, sugar, cocoa, and other processed foodstuffs.

—Pricing, Costing, & Classification, International Business Unit, 10-22-98 **IMM REVISION** 

#### International Mail — Mailing to Iran

Effective October 22, 1998, the *International Mail Manual* (IMM) is revised to add entries to the Country Conditions for Mailing to Iran. These revisions will be incorporated into a future issue of the IMM.

#### International Mail Manual (IMM)

\* \* \* \* \*

#### Country Conditions for Mailing — Iran

#### Prohibitions (130)

Used clothing.

Radio systems that are equipped with a single sideband; upper sideband; lower sideband; beat frequency oscillator; continuous air wave band; police band; or an FM band having a frequency range of 76 to 87 MHz.

—Pricina. Costina, & Classificatio

—Pricing, Costing, & Classification, International Business Unit, 10-22-98 **IMM REVISION** 

## International Mail — Acceptance of Global Priority Mail

Since its inception in March 1996, Global Priority Mail (GPM) service has been available only at postal locations that have transportation links to the USPS Eagle network. This limitation on GPM acceptance was intended to ensure expedited USPS handling of GPM items, from the originating U.S. post office to the dispatching airport mail center/facility (AMC/F). The prevailing service objective for GPM items is delivery in the destination country within 4 business days.

To make this accelerated airmail service accessible to more postal customers, GPM items will now be accepted at postal locations that are **not** linked to the Eagle network. GPM items that are tendered at these "off-net" locations are expected to require an additional 1–2 days to be delivered in the destination country.

Part 226 of the *International Mail Manual* (IMM) is being revised to delineate GPM acceptance sites linked to the Eagle network from those designated as "off-net" locations. A list of the Eagle network locations can be found in Exhibit 226.32a. The "off-net" locations and their respective 3-digit ZIP code prefixes are listed in Exhibit 226.32b.

The cited regulatory changes became effective September 27, 1998. They will be incorporated into a future issue of the IMM.

#### International Mail Manual (IMM)

	*	*	*	*	*			
2	Cond	itions for	Mailing					
	*	*	*	*	*			
226	Global Priority Mail							
	*	*	*	*	*			
226.3	.3 Mailing Locations							
	*	*		*				

#### 226.32 Service Areas

Global Priority Mail is accepted at all USPS retail locations. There is a 4-day delivery objective for GPM items that are deposited at postal locations that are linked to the USPS Eagle network (see Exhibit 226.32a). When GPM items are tendered at "off-net" locations (see Exhibit 226.32b), it generally requires an additional 1–2 business days to obtain delivery in the destination country. (**Note:** GPM mailings consisting of 200 or more identical pieces, which bear a permit imprint, must be deposited at a locally designated business mail entry unit.) Within each of the listed service areas, prepaid GPM items may be tendered to a letter carrier, deposited in an Express Mail street collection box, or placed in a post office or lobby mail drop.

[Existing Exhibit 226.32 is replaced by Exhibit 226.32a and Exhibit 226.32b.]

#### **Exhibit 226.32a**

# GPM Acceptance Locations That Are Linked To The Eagle Network ("On-Net")

[The existing list of GPM acceptance cities and their respective 3-digit ZIP Codes is now designated as Exhibit 226.32a. All of the entries are **unchanged**.]

#### Exhibit 226.32b

# GPM Acceptance Locations That Are <u>Not</u> Linked To The Eagle Network ("Off-Net")

#### **ALABAMA**

Birmingham: 350, 351, 355, 359

Dothan: 363 Evergreen: 364 Montgomery: 360, 367 Tuscaloosa: 354

#### **ALASKA**

Anchorage: 995, 996 Fairbanks: 997 Juneau: 998 Ketchikan: 999

#### **ARIZONA**

Flagstaff: 860 Globe: 855 Kingman: 864 Prescott: 863 Showlow: 859 Tucson: 856

#### **ARKANSAS**

Batesville: 725 Camden: 717 Fayetteville: 727 Fort Smith: 729 Harrison: 726

Hot Springs National Park: 719

Jonesboro: 724 Pine Bluff: 716 Russellville: 728

#### CALIFORNIA

Bakersfield: 932, 933 Eureka: 955 Fresno: 936, 937, 938 Marysville: 959 Mojave: 935

North Bay: 954 Oxnard: 930, 931 Redding: 960

Sacramento: 942, 956, 957, 958 San Bernardino: 922, 923, 924, 925

Santa Barbara: 934 Stockton: 952, 953

#### **COLORADO**

Alamosa: 811 Brighton: 807 Denver: 804 Durango: 813 Glenwood: 816

Grand Junction: 814, 815

Salida: 812

#### **FLORIDA**

Fort Myers: 341 Panama City: 324 Pensacola: 325

#### **HAWAII**

Honolulu: 967, 968

#### **IDAHO**

Boise: 836, 837, 979 Lewiston: 835, 994 Pocatello: 832, 834 Twin Falls: 833

#### IOWA

Carroll: 514 Creston: 508 Decorah: 521 Fort Dodge: 505 Sheldon: 512 Spencer: 513

#### **KANSAS**

Colby: 677 Dodge City: 678 Hutchinson: 675 Independence: 673 Liberal: 679, 739 Salina: 669 Wichita: 670, 671

#### **KENTUCKY**

Hazard: 417, 418 London: 407, 408, 409 Paducah: 420 Somerset: 425, 426

#### **LOUSIANA**

Alexandria: 713, 714 Lafayette: 705 Lake Charles: 706 Monroe: 712 Shreveport: 710, 711

#### **MICHIGAN**

Iron Mountain: 498, 499

#### **MINNESOTA**

Bemidji: 566 Brainerd: 564 Duluth: 556, 557

#### **MISSISSIPPI**

Columbus: 397 Greenville: 387 Jackson: 390, 391 Meridian: 369, 393 Tupelo: 388

#### **MONTANA**

Billings: 590, 821 Butte: 597 Great Falls: 594 Havre: 595 Helena: 596 Kalispell: 599 Miles City: 593 Missoula: 598 Wolf Point: 592

#### **NEBRASKA**

Alliance: 693 Grand Island: 688, 689

McCook: 690 North Platte: 691 Valentine: 692

#### **NEVADA**

Elko: 896 Ely: 893

Las Vegas: 889, 890 Reno: 894, 895, 897, 961

#### **NEW MEXICO**

Albuquerque: 870, 872, 875

Carrizozo: 883 Clovis: 881 Farmington: 874 Gallup: 865, 873 Las Cruces: 880 Las Vegas: 877 Roswell: 882 Socorro: 878

Truth or Consequences: 879

Tucumcari: 884

#### **NORTH CAROLINA**

Fayetteville: 283, 284 Kinston: 285

Rocky Mount: 278, 279

#### **OREGON**

Bend: 977 Eugene: 974 Klamath Falls: 976 Medford: 975 Pendleton: 978

Portland: 970, 971, 986

Salem: 973

#### **TEXAS**

Amarillo: 790 Childress: 792 Corpus Christi: 783 El Paso: 798, 885 Lubbock: 793 McAllen: 785 Midland: 797 Texarkana: 718

#### **UTAH**

Salt Lake City: 842

#### **VIRGINIA**

Bristol: 242 Lynchburg: 245 Roanoke: 240, 241, 243

#### WASHINGTON

Pasco: 993

Spokane: 838, 990, 991, 992

#### **WEST VIRGINIA**

Beckley: 258, 259

Clarksburg: 262, 263, 264, 265

Gassaway: 266 Lewisburg: 249 Parkersburg: 261 Petersburg: 268

#### Wisconsin

Green Bay: 541, 542 Madison: 535, 538 Portage: 539 Rhinelander: 545 Wausau: 544

#### Wyoming

Casper: 826 Gillette: 827 Rawlings: 823 Riverton: 825

Rock Springs: 829, 830, 831

Sheridan: 828 Wheatland: 822 Worland: 824

> —International Expedited Products, International Business Unit, 10-22-98

# Philately

STAMP ANNOUNCEMENT 98-48

## Space Shuttle Piggyback Definitive Express Mail Stamp



Copyright USPS 1998

The Postal Service will issue the *Space Shuttle Piggy-back* \$11.75 Definitive Express Mail Stamp (Item Number 1112) November 19, 1998, in New York, NY. A ceremony will be held in conjunction with the first day of the Postage Stamp Mega Event. The stamp, designed by Phil Jordan of Falls Church, VA, will go on sale nationwide November 20, 1998.

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

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

SPACE SHUTTLE PIGGYBACK DEFINITIVE EXPRESS MAIL STAMP POSTMASTER SPECIAL EVENTS PO BOX 2001 JAF BLDG NEW YORK NY 10116-9991

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 December 19, 1998.

Issue: Space Shuttle Piggyback Definitive

Express Mail Stamp

Item Number: 1112

Denomination & Type of Issue: \$11.75

Format: Self-adhesive pane of 20

Series: Express Mail
Issue Date & City: November 19, 1998,

New York, NY 10199

Source Photo: NASA

Designer: Phil Jordan, Falls Church, VA

Engraver: N/A

Art Director: Phil Jordan, Falls Church, VA

Typographer: Phil Jordan, Falls Church, VA

Modeler: Banknote Corporation of America,

Inc. (BCA)

Manufacturing Process: Offset, with Scrambled Indicia ®

Printer: BCA

Browns Summit, NC

Press Type: Goebel 670

Stamps per Pane/Sheet: 20

Printed at:

Print Quantity: 21.225 million stamps
Paper Type: Pre-phosphored, Type II

Gum Type: Self-adhesive

Processed at: BCA, Browns Summit, NC
Colors: Yellow, Magenta, Cyan, Black

Stamp Orientation: Horizontal

Image Area (w x h): 1.442 x 1.087 in./36.677 x

27.609 mm

Overall Size (w x h): 1.56 x 1.225 in./39.624 x

31.115 mm

Full Pane Size (w x h): 7.26 x 6.78 in./184.404 x

172.212 mm

Plate Size: 120 stamps per revolution

Plate Numbers: "B" followed by four single digits

Marginal Markings: "© USPS 1998" ● Plate Position

Diagram • Plate Numbers • Price 111240 pane of 20: \$235.00

Catalog Item Number(s): 111240 pane of 20: \$235.00

111230 block of 10 w/ plate

number: \$117.50

111220 block of 4 w/ plate number:

\$47.00

111210 single stamp: \$11.75 111261 first day cover: \$11.96 Stamp Fulfillment Services also offers first day covers for new stamp issues and postal stationery items postmarked with the official first day of issue cancellation. Each item has an individual catalog number and is offered in the quarterly *USA Philatelic* catalog. Customers may request a free catalog by telephoning 1-800-STAMP-24 or by writing to:

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

First day covers remain on sale for at least 1 year after the stamp's issuance.

# Distribution of *Space Shuttle Piggyback*Definitive Express Mail Stamp, Item Number 1112

Stamp distribution offices (SDOs) and stamp distribution networks (SDNs) will receive an automatic distribution of this pane of 20 pressure-sensitive adhesive stamps. Distributions are in master carton size (40,000 stamps), and conversion quantities are based on the January 1, 1998, standard automatic distribution survey.

SDOs and SDNs That Receive This Standard Distribution for a Commemorative Pane of Stamps	Will Receive This Conversion Quantity of the Space Shuttle Piggyback Definitive Express Mail Stamp				
150,000 to 450,000	80,000				
500,000 to 900,000	120,000				
1,000,000	160,000				
1,125,000 to 1,250,000	200,000				
1,375,000 to 2,000,000	240,000				
2,500,000	400,000				
3,500,000	280,000				

#### **Initial Supply For Post Offices**

All post offices should immediately requisition Item Number 1112, *Space Shuttle Piggyback* Definitive Express Mail Stamp, from their designated SDO/SDN using a separate PS Form 17, *Stamp Requisition*. SDOs and SDNs must not distribute stamps to post offices before November 12, 1998.

#### **Additional Supply**

Post offices requiring additional stamps must requisition them from their designated SDO or SDN using a PS Form 17. SDOs requiring additional stamps must order them from the appropriate accountable paper depository (APD) using a PS Form 17.

All APDs except Denver, CO, will receive 560,000 additional stamps for filling supplemental orders. The Denver APD will receive 160,000 additional stamps for filling supplemental orders.

#### Philatelic Requirement

SDOs and SDNs with authorized philatelic centers will receive an automatic distribution of these stamps in six positions for subsequent distribution to each philatelic window.

SDOs and SDNs That Serve This Many Philatelic Windows	Will Receive This Quantity of the Space Shuttle Piggyback Definitive Express Mail Stamp					
1 to 4	12,000					
5 to 6	24,000					
7 to 12	36,000					
13 to 20	60,000					

-Stamp Services, Marketing, 10-22-98

#### **Pictorial Cancellations Announcement 98-21**

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

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

All requests must include a stamped envelope or postcard bearing at least the minimum First-Class Mail postage (32 cents per envelope or 20 cents per postcard). Items submitted for cancellation may not include postage issued after the date of the requested cancellation. Such items will be returned unserviced.

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

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



September 25 & 26, 1998

Susan G Komen Foundation

BREAST CANCER RESEARCH STATION POSTMASTER 715 NW HOYT ST PORTLAND OR 97208-9615

October 2 & 3, 1998

Knoxville's Race for the Cure Organization BREAST CANCER RESEARCH STATION POSTMASTER 1237 E WEISGARBER RD KNOXVILLE TN 37950-9662

October 3, 1998

BREAST CANCER RESEARCH STATION POSTMASTER 200 W 5TH AVE MITCHELL SD 57301-9998 October 23, 1998

BREAST CANCER RESEARCH STATION POSTMASTER PO BOX 9998 NEW PHILADELPHIA OH 44663-9998

October 31, 1998

Proctor Post Office

BREAST CANCER RESEARCH STATION POSTMASTER 431 N GRAHAM STEPHENVILLE TX 76401-9998

October 31, 1998

Proctor Post Office

BREAST CANCER RESEARCH STATION POSTMASTER

HWY 67 PROCTOR TX 76468-9998

The following pictorial cancellations have been extended for an additional 30 days.



\* Performing Arts \*

Ball Ct

Alexandra Societies —

September 20, 1998 —

September 9, 1998

BUSCH STADIUM STATION POSTMASTER 1720 MARKET ST WINDOW 31 ST LOUIS MO 63155-9998

September 20, 1998

ALEXANDER STATION POSTMASTER 1720 MARKET ST RM 2063 ST LOUIS MO 63155-9998



September 25-October 18, 1998

Health Expo™

HEALTH EXPO STATION POSTMASTER 401 DFW TURNPIKE DALLAS TX 75260-9998



unies Stamp Club Stat October 1, 1998

October 1, 1948

Outer Banks Stamp Club OUTER BANKS STAMP CLUB STATION POSTMASTER PO BOX 9998 AVON NC 27915-9998



September 26, 1998

CAMPBELL HALL STATION POSTMASTER
PO BOX 9998
CAMPBELL HALL NY 10916-9998



October 1, 1998

WORLD GOLD PANNING CHAMPIONSHIPS STATION POSTMASTER STATE HWY 49 COLOMA CA 95613-9998

Fallasburg Fall Festival Station Lowell, MI 49331 Sept. 26<sup>th</sup> 1998



September 26, 1998

FALLASBURG FALL FESTIVAL STATION POSTMASTER PO BOX 9998 LOWELL MI 49331-9998



October 1, 1998

LUNAR ROCKS SPACE DISCOVERY STATION POSTMASTER PO BOX 9998 LEEDS ME 04263-9998



September 26, 1998

ELK FESTIVAL STATION POSTMASTER PO BOX 9998 ATLANTA MI 49709-9998



October 2, 1998

Moss Mansion RAVEN KNOLL STATION

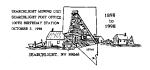
POSTMASTER 2602 FIRST AVE N STE 130 BILLINGS MT 59101-9600





September 27, 1998

City of Allentown SUPER SUNDAY XXIV STATION POSTMASTER 442 W HAMILTON ST ALLENTOWN PA 18101-9998



October 3, 1998

Searchlight Museum Guild 100TH BIRTHDAY STATION POSTMASTER PO BOX 36 SEARCHLIGHT NV 89046-9998



THE NEW ENGLAND FALL FOLIAGE EXPRESS CELEBRATE THE CENTURY STATION E⇒

September 28, 1998

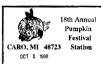
THE NEW ENGLAND FALL FOLIAGE EXPRESS STATION POSTMASTER 125 FOREST AVE PORTLAND ME 04101-9998



October 3, 1998

October 3, 1998

200TH ANNIVERSARY STATION POSTMASTER
DE MOTT LANE
SOMERSET NJ 08873-9998



October 1, 1998

18TH ANNUAL PUMPKIN FESTIVAL STATION POSTMASTER PO BOX 9998 CARO MI 48723-9998



CENTENNIAL STATION OCTOBER 3, 1998

ELLERTOWN, PA 18055 POSTMASTER PO BOX 9998

Dewey Fire Company CENTENNIAL STATION HELLERTOWN PA 18055-9998



October 4, 1998

CRITERION THEATRE STATION POSTMASTER 55 COTTAGE ST BAR HARBOR ME 04609-9998



October 7, 1998

THOMAS CANNON'S PHILANTHROPY STATION
POSTMASTER
1801 BROOK RD
RICHMOND VA 23232-9998



October 4, 1998

RACE FOR THE CURE STATION POSTMASTER 951 20TH ST DENVER CO 80202-9998



October 8, 1998

KOREAN WAR MONUMENT STATION POSTMASTER 1 CORLISS ST PROVIDENCE RI 02901-9998

October 4, 1998

RACE DAY STATION POSTMASTER 900 E FAYETTE ST BALTIMORE MD 21233-9715



October 8, 1998

NEW FACILITY DEDICATION STATION POSTMASTER 348 MAIN ST HAZELTON ND 58544-9998

ARTWORK UNAVAILABLE

ZIP MEETS DATE STATION

October 5, 1998 Yorktown Heights, NY 10598 October 5, 1998

ZIP MEETS DATE STATION POSTMASTER PO BOX 9998 YORKTOWN HEIGHTS NY 10598-9998



October 8-9, 1998

BREAST CANCER AWARENESS WEEK STATION POSTMASTER 3930 MEADOWDALE BLVD RICHMOND VA 23234-9998



October 5, 1998

TRAILBLAZER STATION POSTMASTER PO BOX 9998 SEVERNA PARK MD 21146-9998



October 9-11, 1998

Sherman's Valley Historical Society SHERMAN'S VALLEY HERITAGE DAYS STATION POSTMASTER PO BOX 9998 BLAIN PA 17006-9998



October 7, 1998

GIVING AND SHARING STATION POSTMASTER PO BOX 9998 NILES MI 49120-9998



October 9-11, 1998

Flaming Foliage Committee

PA STATE FLAMING FOLIAGE FESTIVAL POSTMASTER PO BOX 9998 RENOVO PA 17764-9998



October 7, 1998

GIVING AND SHARING STATION POSTMASTER 2323 CHURN CREEK RD REDDING CA 96049-9998



October 9-11, 1998

1ST ANNIVERSARY THE PHANTOM OF THE OPERA STATION POSTMASTER 153 S RIVERSIDE AVE PEQUABUCK CT 06781-9998



Schodack Healthfest STATION 10/10/98 Castleton, NY

October 10, 1998

SCHODACK HEALTHFEST STATION POSTMASTER 108 S MAIN ST CASTLETON NY 12033-9998



October 10 & 11, 1998

Prater's Mills Foundation

PRATER'S MILL COUNTRY FAIR STATION POSTMASTER PO BOX 9998 VARNELL GA 30756-9998



October 10, 1998

BOY SCOUT STATION POSTMASTER 4 KELLY PL STANHOPE NJ 07874-9998



October 11, 1998

Apple Ciderfest Committee
LEVITZ PARK STATION
POSTMASTER

POSTMASTER PO BOX 9998 GRANTVILLE PA 17028-9998



October 10, 1998

CENTENNIAL STATION POSTMASTER 510 RAILROAD AVE WINTERS CA 95694-9998



October 14, 1998

Lancaster Post Office

BREAST CANCER RESEARCH STATION POSTMASTER PO BOX 9998 LANCASTER KY 40444-9998



October 10, 1998

SCENIC DRIVE STATION POSTMASTER 626 FIRST ST BONAPARTE IA 52620-9998



October 15-18, 1998

THE TRAVELING VIETNAM VETERANS MEMORIAL STATION POSTMASTER 120 COMMERCIAL ST BROCKTON MA 02301-9998



October 10, 1998

AUTUMNFEST STATION POSTMASTER PO BOX 9998 WOONSOCKET RI 02895-9998



75TH
ANNIVERSARY
10/16/98
FAMAHEIM, CA 92003

October 16, 1998

DISNEYLAND STATION POSTMASTER 701 N LOARA ANAHEIM CA 92803-9998



October 10, 1998

THE GREAT GLENDORA FESTIVAL STATION POSTMASTER 255 S GLENDORA AVE GLENDORA CA 91740-9998



October 16, 1998

HARPERS FERRY STATION POSTMASTER 424 S KANSAS AVE TOPEKA KS 66603-9611



October 10 & 11, 1998

Ruritan Club of Coker Creek TN
29TH RURITAN CLUB ANNUAL AUTUMN
GOLD FESTIVAL STATION
POSTMASTER
PO BOX 9998
COKER CREEK TN 37314-9998



October 16, 1998

WESPNEX STATION POSTMASTER PO BOX 9998 WHITE PLAINS NY 10606-9998



October 16-17, 1998

STEPEX STATION POSTMASTER ARNOT MALL horseheads ny 14845-9998



October 17, 1998

79TH PHEASANT SEASON 1919–1998 OPENING DAY STATION POSTMASTER 200 W 5TH AVE MITCHELL SD 57301-9998



STUARNEE

14th ANNUAL

FALL FOLIAGE BALLOON FESTIVAL

BALLOON STATION

OCTOBER 16, 1996

SHAWNEE ON DELAWARE PA 18356

October 16-18, 1998

Fall Foliage Balloon Festival

BALLOON STATION POSTMASTER PO BOX 9998 SHAWNEE ON DELAWARE PA 18356-9998



October 17, 1998

Germantown Post Office

RACE FOR THE CURE STATION POSTMASTER 7776 FARMINGTON BLVD GERMANTOWN TN 38138-9998,



October 16-18, 1998

BOGGY STATION POSTMASTER 90 N PALM BLVD NICEVILLE FL 32578-9998



October 17, 1998

WOODEN NICKEL STATION POSTMASTER 10410 PERRIN BEITEL RD SAN ANTONIO TX 78284-9998



October 16-18, 1998

FALL GLENEXPO 98 STATION POSTMASTER MELROSE PARK POST OFFICE MELROSE PARK IL 60160-9998



Oct. 17 1998 Court South and East Tennessee Children's

Hospital

October 17, 1998

SMOKY MOUNTAIN BENCH OFF STATION POSTMASTER 1237 E WEISGARBER RD KNOXVILLE TN 37950-9998



October 16-18, 1998

Burnt Cabins Historical Society
GRIST MILL STATION
POSTMASTER
PO BOX 9998
BURNT CABINS PA 17215-9998



October 17, 1998

60TH ANNIVERSARY STATION POSTMASTER 2 E MAIN ST WATERLOO NY 13165-9998



October 16-19, 1998

OCTOBERFEST STATION POSTMASTER 333 W 4TH ST TULSA OK 74103-9998



October 17, 1998

Hogansville Hummingbird Festival HUMMINGBIRD FESTIVAL STATION POSTMASTER 113 HIGH ST HOGANSVILLE GA 30230-9998



October 17, 1998

WESPNEX STATION POSTMASTER PO BOX 9998 WHITE PLAINS NY 10606-9998



120th ANNIVERSARY STATION PAKARUSA PRESBYTERIAN CHURCH OCTOBER, 1878 - OCTOBER, 1998 WAKARUSA, KS 66546 OCTOBER 12 1998 October 17, 1998

120TH ANNIVERSARY STATION POSTMASTER PO BOX 9998 WAKARUSA KS 66546-9998



October 17, 1998

BLUE AND GRAY CLUB GETTYPEX STATION POSTMASTER 115 BUFORD AVE GETTYSBURG PA 17325-9998



October 17, 1998

THE BERRY PATCH STATION POSTMASTER PO BOX 9998 CHAMBERSBURG IL 62323-9998



October 17, 1998

New Hampshire Collector's Club
TRISTATE COLLECTORS EXHIBITION
STATION
POSTMASTER
12 LOUDON RD UNIT 3
CONCORD NH 03301-9998



October 17, 1998

WEEDSPORT LIBRARY STATION POSTMASTER 8942 N SENECA ST WEEDSPORT NY 13166-9998



October 17, 1998

HOMECOMING STATION POSTMASTER PO BOX 9998 HAYDEN AZ 85235-9998



October 17, 1998

PINE GROVE STATION POSTMASTER 18695 PONY EXPRESS DR PARKER CO 80134-9998



October 17, 1998

Glendale Crossing Festival
GLENDALE CROSSING FESTIVAL
STATION
POSTMASTER
PO BOX 9998
GLENDALE KY 42740-9998



October 17, 1998

STAMP STATION POSTMASTER 100 PITCHER ST UTICA NY 13504-9998



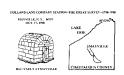
October 17, 1998

100TH ANNIVERSARY STATION POSTMASTER 59 LOCKES VILLAGE RD WENDELL MA 01379-9998



October 17, 1998

APPLE HARVEST FESTIVAL STATION POSTMASTER 1355 OLD COURTHOUSE SQ MARTINSBURG WV 25041-9998



October 17, 1998

HOLLAND LAND COMPANY STATION POSTMASTER 19 E CHAUTAUQUA ST MAYVILLE NY 14757-9998



October 17, 1998

FLUFF N FEATHER STATION POSTMASTER 101 SE 2ND ST ENGLAND AR 72046-9998

Alexander Calder Station



October 17, 1998

ALEXANDER CALDER STATION POSTMASTER 18 FAIRGROUNDS RD HAMILTON NJ 08619-9998 75TH ANNIVERSARY OF THE BOROUGH OF WEST LAWN PA 1923-1998 ANNIVERSARY STATION OCTOBER 17, 1998 WEST LAWN PA 19609



October 17, 1998

ANNIVERSARY STATION POSTMASTER 2100 N 13TH ST READING PA 19612-9998



October 17, 1998

Whitesboro Chamber of Commerce
ANNUAL PEANUT FESTIVAL STATION
POSTMASTER
100 COLLINSVILLE ST
WHITESBORO TX 76273-9998



October 17 & 18, 1998

AIRSHOW STATION POSTMASTER 525 W OKMULGEE ST MUSKOGEE OK 74410-9998



October 17, 1998

SYRUP SOPPING STATION POSTMASTER 6520 STATE RD LOACHAPOKA AL 36865-9998



October 17 & 18, 1998

RIVER STATION POSTMASTER 3500 W COURT ST PASCO WA 99301-9998



Chase County
Courthouse Station
125 Years
October 17, 1998
Cottonwood Huls,
Kansas 66845

October 17, 1998

CHASE COUNTY COURTHOUSE STATION POSTMASTER 206 BROADWAY ST COTTONWOOD FALLS KS 66845-9998



October 17 & 18, 1998

CUY-LORPEX 98 STATION POSTMASTER 2220 ORANGE AVE RM 206 CLEVELAND OH 44101-9996



October 17, 1998

FUMA STATION POSTMASTER RTE 15 AND RTE 6 FORK UNION VA 23055-9998



October 17 & 18, 1998

Autumn on the River Committee
AUTUMN ON THE RIVER STATION
POSTMASTER
PO BOX 9998
BETHLEHEM IN 47104-9998



CENTENNIAL STATION
REDFIELD AR 72132
OCTOBER 17, 1998

October 17, 1998

CENTENNIAL STATION POSTMASTER 201 NE RAILROAD ST REDFIELD AR 72132-9998



October 17 & 18, 1998

METROPEX STATION POSTMASTER PO BOX 645001 ST PAUL MN 55164-5001



October 17 & 18, 1998

XXV HAWKEYE STAMP SHOW STATION POSTMASTER 300 N MAIN BURLINGTON IA 52601-9998



October 17 & 18, 1998

RIDGE FIRE COMPANY PAVILION STATION POSTMASTER PO BOX 9998 SPRING CITY PA 19475-9998



October 17 & 18, 1998

WALPEX STATION POSTMASTER 25 DORCHESTER AVE RM 4009 BOSTON MA 02205-9996



October 18, 1998

WESPNEX STATION POSTMASTER PO BOX 9998 WHITE PLAINS NY 10606-9998



October 18, 1998

Batsto Citizens Committee

COUNTRY LIVING FAIR STATION POSTMASTER 114 S THIRD ST HAMMONTON NJ 08037-9998



October 19, 1998

USPS

INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE SALT PALACE STATION POSTMASTER 230 WEST 200 SOUTH SALT LAKE CITY UT 84101-9998



October 18, 1998

MAKING STRIDES STATION POSTMASTER PO BOX 50001 ALBANY NY 12205-9998



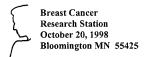
October 20, 1998

PERMIAN BASIN INTERNATIONAL OIL SHOW STATION POSTMASTER 200 N TEXAS AVE ODESSA TX 79761-9998



October 18, 1998

SUNY STATION POSTMASTER 100 PITCHER ST UTICA NY 13504-9998



October 20, 1998

BREAST CANCER RESEARCH STATION POSTMASTER 100 S 1ST ST MINNEAPOLIS MN 55401-9635



tampfest '98 Sta. Ictober 18, 1998 upqua, OR 97481 October 18, 1998

Umpqua Valley Stamp Club STAMPFEST 98 STATION POSTMASTER 6461 FORT MCKAY RD UMPQUA OR 97486-9998



October 20, 1998

CELEBRATING PETS STATION POSTMASTER MAIN ST GREENSBORO BEND VT 05842-9998



October 18, 1998

130TH HOMECOMING ANNIVERSARY STATION POSTMASTER PO BOX 9998 NEAVITI MD 21652-9998



October 21, 1998

YWCA WEEK WITHOUT VIOLENCE STATION POSTMASTER 450 N CENTRE ST POTTSVILLE PA 17901-9998



October 18-24, 1998

YWCA YWCA STATION POSTMASTER PO BOX 9998 RICHMOND IN 47374-9998



October 21, 1998 92 nd Annual Pumpkin Station Circleville OH 43113

October 21–24, 1998
PUMPKIN STATION
POSTMASTER
224 S COURT ST
CIRCLEVILLE OH 43113-9998



October 19, 1998

YWCA STATION POSTMASTER 115 HENRY ST BINGHAMTON NY 13902-9998



October 22, 1998

Fort Worth Film Festival

INAUGURAL FORT WORTH FILM FESTIVAL STATION POSTMASTER 4600 MARK IV PKWY FORT WORTH TX 76161-9998



October 22, 1998

THE GIFT OF LIFE STATION POSTMASTER 419 RUTHERFORD AVE NE ROANOKE VA 24022-9998



October 22, 1998

Borger Stamp and Coin Club BORPEX STATION

POSTMASTER 500 S MCGEE ST BORGER TX 79007-9998



October 22, 1998

YWCA WEEK WITHOUT VIOLENCE STATION POSTMASTER 314 F MAIN ST VAN WERT OH 45891-9998



BERLIN AIRLIFT SOTH ANNIVERSARY GEN. LUCIUS CLAY STATION OCT. 23, 1998 ATHENS, GA 30601 LUCIUS CLAY BIRTH CENTENNIAL

October 23-25 1998

October 23, 1998

October 23, 1998

USPS

PAN CONVENTION STATION POSTMASTER 4039 MONROEVILLE BLVD

MONROEVILLE PA 15146-9998

POSTMASTER
230 WEST 200 SOUTH
SALT LAKE CITY UT 84101-9998

SENATOR ORRIN HATCH'S FOURTEENTH ANNUAL UTAH WOMEN'S CONFERENCE BREAST CANCER AWARENESS STATION

Peach State Stamp Show

GEN LUCIUS CLAY STATION POSTMASTER 300 N THOMAS ST ATHENS GA 30601-9998

Organ and Tissue Donation Share Your Life, Share Your Decision



October 22, 1998

GIFT OF LIFE STATION POSTMASTER 340 N PLEASANT VALLEY RD WINCHESTER VA 22601-9998



October 24, 1998



P.A.N.
CONVENTION STA.
MONROEVILLE PA 15146
OCTOBER 1998

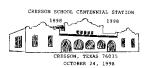
October 24, 1998

MARVELL'S 125TH BIRTHDAY BASH STATION POSTMASTER PO BOX 9998 MARVELL AR 72366-9998



October 22 1998

THE GIFT OF LIFE STATION POSTMASTER 1155 SEMINOLE TRAIL CHARLOTTESVILLE VA 22906-9998



October 24, 1998

Cresson ISD

CRESSON SCHOOL CENTENNIAL STATION POSTMASTER PO BOX 9998 CRESSON TX 76035-9998



October 23, 1998

Nazareth Post Office NAZARETH STATION POSTMASTER PO BOX 9998 NAZARETH KY 40048-9998



October 24, 1998

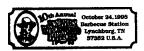
FARMINGTON SPACE STATION POSTMASTER
1560 ROCHESTER RD
FARMINGTON NY 14425-9998



October 23, 1998

125th Anniversary Committee New Hampshire State Grange

NEW HAMPSHIRE STATE GRANGE STATION POSTMASTER 510 DANIEL WEBSTER HWY MERRIMACK NH 03054-9998



October 24, 1998

Lynchburg and Metro Moore County Chamber of Commerce

JACK DANIELS WORLD CHAMPIONSHIP INVITATIONAL BARBECUE STATION POSTMASTER PO BOX 9998 LYNCHBURG TN 37352-9998



October 24, 1998

City of Lexinaton

15TH ANNIVERSARY BARBECUE FESTIVAL STATION POSTMASTER 110 N STATE ST LEXINGTON NC. 27292-9998



October 24, 1998

Kansas Fever Committee

MINE CREEK BATTLEFIELD PARK STATION POSTMASTER 1004 MAIN ST PLEASANTON KS 66075-9998



TS FLORIDA 32656

October 24, 1998

STAMP CLUB STATION POSTMASTER 110 NE COMMERCIAL CIRCLE KEYSTONE HEIGHTS FL 32656-9998



October 24, 1998

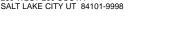
THE WOLCOTT CHILDREN'S BALLET STATION POSTMASTER 4154 VT RTE 15 WOLCOTT VT 05680-9998



October 24, 1998

USPS

BALLET WEST STATION POSTMASTER 230 WEST 200 SOUTH SALT LAKE CITY UT 84101-9998





October 24, 1998

BREAST CANCER AWARENESS STATION POSTMASTER PO BOX 9998 NEVERSINK NY 12765-9998



October 24, 1998

Iowa Park ISD

100TH ANNIVERSARY STATION POSTMASTER 211 E CASH ST IOWA PARK TX 76367-9998



October 24, 1998

BORIS KARLOFF STATION POSTMASTER 153 S RIVERSIDE AVE PEQUABUCK CT 06781-9998



October 24, 1998

BREAST CANCER AWARENESS STATION POSTMASTER 50 BREWERY ST NEW HAVEN CT 06511-9998



October 24, 1998

VOLUNTEER CENTER STATION POSTMASTER 2250 DOUBLE CREEK DR ROUND ROCK TX 78664-9998



October 24 & 25, 1998

TOSAPEX STATION POSTMASTER PO BOX 9998 MILWAUKEE WI 53214-9998



October 24 & 25, 1998

STAMP SHOW STATION POSTMASTER 45 WASHINGTON AVE CLIFTON NJ 07011-9998



October 24 & 25, 1998

Silver Hill Lions Club WILSHOW 98 STATION POSTMASTER PO BOX 9998 GREENBELT MD 20770-9998



October 24 & 25, 1998

Kittochtinny Historical Society
EXPO STATION
POSTMASTER
PO BOX 9998
CHAMBERSBURG PA 17201-9998



October 24 & 25, 1998

Wooster Stamp Club

WOOPEX STATION POSTMASTER 153 E SOUTH ST WOOSTER OH 44691-9998



October 25, 1998

FOUR MILE ROAD STATION POSTMASTER PO BOX 9998 RACINE WI 53404-9998



October 25, 1998

35TH ANNIVERSARY STATION POSTMASTER 232 COMMERCE PARK DR WATERTOWN NY 13601-9998



October 25, 1998

STATE GRANGE HEADQUARTERS STATION POSTMASTER CORTLAND NY 13045-9998



October 25, 1998

MAKING STRIDES AGAINST BREAST CANCER STATION POSTMASTER 140 W MAIN ST CINCINNATI OH 45234-9998



October 27, 1998

LUNAR ROCKS SPACE DISCOVERY POSTMASTER PO BOX 9998 PRINCETON ME 04668-9998



October 27-29, 1998

110TH ANNIVERSARY STATION POSTMASTER 500 S ALISTER PORT ARANSAS TX 78373-9998



WORKSHOP '98 STATION

ATLANTIC CITY, NEW JERSEY 08401

A Journey of the Mind

October 28, 29, & 30, 1998 The New Atlantic City Convention Cer

NJASA - NJASBO

October 28, 1998

FALL FUN STATION POSTMASTER 2250 DOUBLE CREEK DR ROUND ROCK TX 78664-9998

October 28-30, 1998

New Jersey School Boards Association New Jersev Association of School Administrators

New Jersey Association of School Business Officials

WORKSHOP 98 STATION POSTMASTER 1701 PACIFIC AVE ATLANTIC CITY NY 08401-9998



Opening Night Station Pittsburgh PA 15222 October 29 1998

October 29, 1998

Pittsburgh Ballet Theatre OPENING NIGHT STATION POSTMASTER 700 GRANT ST PITTSBURGH PA 15222-9998



October 29, 1998

BREAST CANCER RESEARCH STATION POSTMASTER 6908 RICHMOND HWY MILLERS TAVERN VA 23115-9998



October 30, 1998

ALFRED HITCHCOCK MASTER OF SUSPENSE STATION POSTMASTER 357 COMMERCE DR FAIRFIELD CT 06430-9998



October 30-November 1, 1998

FLOREX STATION POSTMASTER 10401 POST OFFICE BLVD ORLANDO FL 32862-9998



October 30-November 8, 1998

WURSTFEST STATION POSTMASTER 686 S SEGUIN NEW BRAUNFELS TX 78130-9998



October 31, 1998

Barrett Township SCARECROWVILLE STATION POSTMASTER PO BOX 9998 CANADENSIS PA 18325-9998



October 31, 1998

MOLPEX STATION POSTMASTER 4170 US HWY 9 HOWELL NJ 08525-9998



October 31, 1998

Batsto Citizens Committee

JERSEY DEVIL STATION POSTMASTER 114 S THIRD ST HAMMONTON NJ 08037-9998



October 31, 1998

Philatelic Society of Pittsburgh

EXHIBITION STATION POSTMASTER 1001 CALIFORNIA AVE PITTSBURGH PA 15290-9998



October 31, 1998

KINSLEY ANNIVERSARY STATION POSTMASTER 717 MARSH AVE KINSLEY KS 67547-9998

-Stamp Services, Marketing, 10-22-98

## **Special Cancellation Die Hubs**

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

Cancellation	Period of Use		
Only You Can Prevent Forest Fires	April 1–Oct. 31		
Peace Corps Anniversary, Making a Difference	Sept. 1-Oct. 31		
Employ People With Disabilities	Sept. 1-Nov. 30		
Give, the United Way	Sept. 15-Oct. 31		
Learn About Lupus, October, Lupus Awareness Month	Oct. 1-Oct. 31		
Radon Action Week	Oct. 1-Oct. 31		
Support Infection Control Week	Oct. 1-Nov. 30		
National Adoption Month	Nov. 1–Nov. 30		
Military Families Recognition Day	Nov. 1–Nov. 30		
National Philanthropy Day, Love of Humankind	Nov. 1–Nov. 30		
Help Retarded Children	Nov. 1–Nov. 30		
Use Christmas Seals, Support Your Lung Association	Nov. 8–Dec. 31		
Support American Education Week	Nov. 10-Nov. 30		
Autistic Children, Hope Through Research and Education	Dec. 1-Dec. 31		

<sup>-</sup>Business Mail Acceptance, Marketing Systems, 10-22-98

## Post Offices

**C**ORRECTION

## **Loading Pallets Safely Into Trailers**

[The following article, previously published in Postal Bulletin 21982 (10-8-98), contained an erroneous loading illustration that should be disregarded. The article, with the diagram removed, appears below. An updated article and illustration will be published in a future issue.]

Offices that dispatch pallets (either with or without mail on them) must load those pallets into trailers in a safe manner to ensure the integrity of the load. Improperly loaded pallets can shift or slide, causing the contents to topple in transit or when the trailer door opens.

Plastic postal pallets are designed to nest. The capacity for a 45-foot trailer is 22 stacks of 45 nested pallets. Load nested pallets side by side and secure in trailers with straps.

—Mail Transport Equipment, Operations Support, 10-22-98

SCANNER UPDATE

#### **CTT Scanner Removal Notice**

Computerized tracking and tracing (CTT) symbol scanners are being replaced by delivery confirmation mobile data collection devices (MDCD). CTT scanners will be removed from postal sites after MDCD scanners are received and employee training is complete. They will be sent to one location for resale. Shipping instructions will be sent to postmasters, station managers, and supervisors with CTT equipment by AP 3. Postal sites will receive instructions to remove and ship CTT scanners only if they have received MDCDs. For additional information, contact your district CTT coordinator/ Expedited Services specialist.

—Information Systems, Expedited/Package Services, 10-22-98

# **Post Office Changes Number 98-19**

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/ Branch/Unit	Unit Type	Effective Date	Comments
Old New	14-6800 14-6800	96772 96772	HI	Naalehu Naalehu	Hawaii Hawaii	Main Office Main Office	Post Office Post Office	10/19/1998	This announcement expands the use of ZIP Code 96772 to include
			П	inaaienu	паман				delivery.
Old	26-3140 26-5760	56327 56327	MN	Farwell	Poke Poke	Main Office Farwell	Post Office CPO	10/19/1998	Post office discontinued. Retain ZIP Code. Establish a community post office. Use Farwell MN 56327 as last line of address.
Old New	47-2400 47-6209	37054 37134	TN	New Johnsonville	Humphreys Humphreys	Main Office  Denver	Post Office Place Name	6/28/1998	Post office and ZIP Code discontinued. Establish a place name. Denver TN becomes an acceptable last line for use with ZIP Code 37134.
Old New	54-4368 54-4368	99144 99144	WA WA	Odessa Odessa	Lincoln	Main Office  Main Office	Post Office Post Office	9/12/1998	This announcement expands the use of ZIP Code 99144 to include delivery.
Old	54-4354 54-4354	98259 98259	WA	North Lakewood	Snohomish Snohomish	Main Office  Main Office	Post Office Post Office	10/19/1998	This announcement changes the name of the Lakewood WA post office to the North Lakewood WA post office. Use North Lakewood WA 98259 as last line of address.
Old	55-4836 55-5316	25973 25976	WV	Lockbridge Meadow Bridge	Summers Fayette	Main Office Lockbridge	Post Office Place Name	10/17/1998	Post office and ZIP Code discontinued. Establish a place name. Lockbridge WV becomes an acceptable last line for use with ZIP Code 25976.
Old	57-7752 57-3154	82926 82932	WY	Eden	Sweetwater Sweetwater	Main Office Eden	CPO Place Name	10/19/1998	Community post office and ZIP Code discontinued. Establish a place name. Eden WY becomes an acceptable last line for use with ZIP Code 82932.

—Address Management, Operations Support, 10-22-98



This office will be closed Wednesday, November 11, 1998, to observe Veterans' Day.

Page 64		Postal Bulletin 21983 (10-22-98)
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This office will be closed Wednesday, November 11, 1998, to observe Veterans' Day.

D 00		D	D 04000 (40 00 00)
Page 66		POSTAL	BULLETIN 21983 (10-22-98)
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# Postal Employees

**VOE SURVEY** 

## Voice of the Employee Survey

A sample of career postal employees will be sent a Voice of the Employee (VOE) survey at work the week of October 26. City carriers will not be included since they were surveyed in August. Surveys need to be completed and returned by November 20. For offices sent 10 surveys or fewer, they will be mailed individually to the person's work location. For offices sent 11 surveys or more, they will be sent to the postmaster or plant manager, sorted by pay location.

Send completed survey forms directly to the contractor in the envelopes provided. If an employee is no longer with the Postal Service or is on extended leave, send the survey back to the return address. If an employee has changed job locations, forward the survey to the new location. Completion of the survey is voluntary and on the clock. The maximum amount of time allotted to complete the survey is 15 minutes. The Management Operating Data System (MODS) offices should track hours spent on the survey using operation number 515 for nonsupervisory employees and operation number 481 for supervisory unit employees. In non-MODS offices, use labor distribution code (LDC) 89 for nonsupervisory hours and LDC 88 for supervisory hours.

Regular rural carriers who elect to complete the survey are compensated for their time at the rural carrier average consolidated work-hour rate. The local office must complete PS Form 8127, *Rural Carrier Supplemental Payment* (dated July 1994), and send this form to the district office following established procedures for submission of this form for payment. Indicate on PS Form 8127 that payment request is for the VOE Survey.

—Selection, Evaluation, and Recognition, Human Resources, 10-22-98 **OPEN SEASON** 

## Flexible Spending Accounts Open Season

Open season for the Flexible Spending Account (FSA) program for career employees is November 9 through December 14, 1998. Enrollments received during this open season are effective for the 1999 plan year (January 1 through December 31, 1999).

FSAs provide employees with the ability to set aside a portion of their pre-tax earnings for certain types of out-of-pocket health care and dependent care expenses. The money withheld for FSAs is not subject to income, Medicare, or Social Security taxes. United Health Care administers the FSA program for the Postal Service.

FSA BK1, *Flexible Spending Accounts* (November 1998), provides a good overview of FSAs. The following information should assist personnel services offices in conducting this open season.

To assist in publicizing the FSA open season, all offices must post the open season notice on page 71 on bulletin boards through December 14, 1998.

Headquarters (HQ) Compensation is coordinating two mailings — first a leaflet and then a kit that contains a brochure, an enrollment form, and a withdrawal request form — to career employees at their mailing addresses of record. The return addresses for undeliverable kits are the employing offices of record. While the disposition of returned kits is at the discretion of the Customer Service and Sales district office or other administering office, giving a returned kit to an employee offers the employee an opportunity to submit a correct PS Form 1216, *Employee's Current Mailing Address*. PS Form 1216 may be ordered from the material distribution centers (MDCs) using Postal Stock Number 7530-02-000-7354 or through Touch Tone Order Entry (TTOE) using Quick Pick number 118.

#### **Eligibility**

Participation in the FSA program is limited to career employees. Furthermore, to make an election during the open season, career employees must have completed at least 26 full pay periods of postal career service based on their current appointment by the end of Pay Period (PP) 26-98 (December 18, 1998). Career employees who are in a leave without pay (LWOP) status that has lasted for more than eight consecutive full pay periods as of December 18, 1998, are *not* eligible to participate in the FSA program.

#### **Election Opportunities**

Participants can choose the type of FSA they want and the contribution level they want to make.

- Health and Dependent Care FSAs. Eligible career employees may elect to participate in either or both of two FSAs — the Health Care FSA and the Dependent Care FSA. Each FSA covers eligible expenses for services received during the 1999 plan year (January 1 through December 31, 1999). Employees who elect to participate must submit an FSA enrollment form to their personnel services offices no later than close of business (COB) December 14, 1998. The brochure employees receive in the mail describes eligible expenses and guidelines for estimating future expenses.
- Contribution Levels. During the 1999 plan year, career employees may elect to contribute up to \$2,600 to the Health Care FSA and up to \$5,000 to the Dependent Care FSA. Contributions are withheld in equal amounts through payroll deductions covering 26 pay periods (PP 01-99 through PP 26-99). The minimum annual contribution employees may make to either FSA is \$130, which equals \$5 per pay period.

#### **Election Changes and Enrollment Processing**

Participants may not change or cancel enrollments or contribution levels during the plan year except following qualified life status changes, as explained in the brochure.

Personnel services offices that are Distributed Data Entry/Data Reporting (DDE/DR) sites are responsible for processing FSA enrollments through the DDE/DR system. Offices process elections received during the FSA open season (November 9 through December 14, 1998) using the DDE/DR system's FSA open season screen. Offices must process FSA enrollment forms received during the open season by no later than December 18, 1998.

#### **Open Season Materials**

Leaflet.

All career employees will receive at their mailing address of record a copy of FSA LF1, Flexible Spending Accounts Overview and Tax Savings Estimator (October 1998), a leaf-let that outlines how FSAs work in a simple question-and-answer format and that also contains a tax savings estimator.

Enrollment Kit.

Shortly after receipt of the leaflet, all career employees will receive at their mailing address of record an enrollment kit containing:

- FSA BK1, Flexible Spending Accounts (November 1998), a brochure explaining plan policies and provisions.
- PS Form 8200, Flexible Spending Account Enrollment Form (November 1998), the election form used to elect to establish an FSA from which reimbursements may be withdrawn.
- FSA1, Flexible Spending Account (FSA) Withdrawal Request (November 1998), the form used to request withdrawal of funds from an FSA for reimbursement of eligible expenses for services received during the plan year.

Extra Supplies of Materials.

HQ Compensation will coordinate a contractor's distribution of extra supplies of the leaflet, brochure, enrollment form, and withdrawal request form to Human Resources at Customer Service and Sales district offices, area offices, processing and distribution centers, bulk mail centers, airport mail centers, remote encoding centers, the Employee Service Center for the DC Metro Area, the Office of Inspector General, Inspection Service divisions, Headquarters, and selected Headquarters field units by the beginning of the open season.

Additional copies of the following FSA items will not be available for ordering until after the distribution of extra supplies has been completed:

- FSA LF1 (7610-04-000-5138, no Quick Pick number).
- FSA BK1 (7530-02-000-9910, no Quick Pick number).
- PS Form 8200 (7530-02-000-9846, no Quick Pick number).
- FSA1 (7530-02-000-9911, no Quick Pick number).

When available, FSA LF1 can be ordered using PS Form 7380, *MDC Supply Requisition*. FSA BK1, PS Form 8200, and FSA1 can be ordered using PS 7380 or TTOE.

Administration Manual.

HQ Compensation is also coordinating the distribution to Human Resources at Customer Service and Sales district offices and area offices of a small stock of FSA BK2, *FSA Administration Manual* (November 1998). This provides information for personnel services offices on processing enrollment forms, following FSA procedures, and maintaining appropriate records. This item is not available from the MDCs.

Information for Other Offices.

Installations receiving FSA BK2 must ensure that subordinate installations know their responsibility to verify and forward FSA enrollment forms to their DDE/DR processing sites expeditiously.

FSA Videotape.

A videotape providing an overview of FSAs entitled *It's Your Money You Save* (November 1994) was distributed in noncaptioned and open-captioned versions during the 1994 FSA open season. Although the videotape provides no open season information, personnel services offices are strongly encouraged to use the videotape to promote the FSA open season. In addition, the videotape may be used throughout the year, for example, in orientations for new career employees. Refer employees who view the videotape to the brochure for more detailed information.

#### **Responsibilities of Personnel Services Offices**

FSA BK2 explains personnel services office responsibilities and processing procedures. Responsibilities include:

- Determining eligibility to participate.
- Accepting and processing enrollment form.
- Determining eligibility to change contribution levels during the plan year based upon participants' qualified life status changes.
- Filing Copy 1 of PS Form 8200 in employees' official personnel folders.

Offices are reminded of the following points:

- Offices will be excluded from using D20M, SDI 39, FSA in the DDE/DR system from PP 24-98 through PP 26-98. During this time, offices must use FSA Open Season verb D370 in the DDE/DR system to process FSA open season elections. Offices must send all FSA transactions related to the 1998 plan year to the Minneapolis Accounting Service Center for processing.
- Career employees who are in an LWOP status that has lasted for more than eight consecutive full pay periods as of December 18, 1998, are not eligible to participate in the FSA program. The DDE/DR system will properly reject FSA enrollments for such employees when they are processed during the open season processing window. Offices must not process such enrollments again during PP 01-99, because the DDE/DR system may reset and erroneously permit the enrollment.
- Offices may refer to FSA BK2 for instructions on processing FSA elections in cases of belated election or administrative error.

- Offices should make sure that employees specify annual, not pay period, contribution amounts, and that they provide the correct employing office finance number and pay location in Part A of PS Form 8200.
- Offices may wish to remind employees to include health care expenses for dependents in the Health Care FSA contribution amount, not in the Dependent Care FSA. Although the brochure and the enrollment form advise employees of this provision, some employees did not understand this distinction in past open seasons.
- Offices may also wish to remind employees of the Internal Revenue Service (IRS) annual limits on the Dependent Care FSA contribution — \$5,000 per family and \$2,500 for a married employee filing a separate return. These limits are explained fully in the brochure.
- Offices do not process form FSA1 (request to withdraw FSA funds for the reimbursement of eligible expenses). Participants are responsible for mailing these directly to the FSA Customer Service Center at the address on the form.
- Offices must not provide tax advice. Offices must refer employees with tax questions to their tax advisors or the IRS toll-free information line, 1-800-TAX-1040 (1-800-829-1040). In addition, a section of the brochure presents certain tax information related to FSAs.
- Offices should refer employees with questions about the FSA program to the Customer Service Center toll-free hotline described below.

#### **Qualified Life Status Change List Expanded**

For 1999, the list of qualified life status changes has been expanded — the new list is found on page 11 of the FSA brochure and on the reverse side of the enrollment form. Offices may wish to advise employees who enroll of this change.

#### **FSA Customer Service Center Toll-Free Hotline**

The FSA Customer Service Center provides a toll-free hotline for inquiries about FSAs. Employees with FSA questions may use the hotline by calling 1-800-842-2026. Following enrollment, participants may use the hotline to:

- Make account inquiries.
- Discuss expenses eligible for reimbursement through the FSA program.
- Obtain other plan information.

The FSA Customer Service Center also provides a Telecommunications Device for the Deaf (TDD) line for the hearing impaired: 1-801-523-6955. The FSA Customer Service Center encourages employees using the TDD line to place an advance call to the toll-free hotline.

—Compensation, Human Resources, 10-22-98



# Flexible Spending Accounts Open Season

When	November 9, 1998, through December 14, 1998.
Eligibility	All career employees.  Note: Noncareer employees are not eligible.
Plan Information	Leaflet and brochure mailed to all career employees.  If not received by November 28, 1998, contact your personnel services office.
Enrollment	Form included in brochure. To participate, submit form to personnel services office. Must be received by close of business December 14, 1998.
Effective Date	FSA open season enrollments effective January 1, 1999, through December 31, 1999.
Questions	Hotline for FSA questions: 1-800-842-2026. TDD line for hearing impaired: 1-801-523-6955. Advance call to hotline encouraged.

PLEASE POST ON ALL BULLETIN BOARDS THROUGH DECEMBER 14, 1998



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NOTICE TO ALL EMPLOYEES

# THRIFT SAVINGS PLAN FACT SHEET

C, F, and G Fund Monthly Returns

Released October 9, 1998

ANNUAL RETURNS	С	F	G
1989 JANDEC. %	31.03	13.89*	8.81
1990	-3.15	8.00*	8.90
1991	30.77	15.75	8.15
1992	7.70	7.20	7.23
1993	10.13	9.52	6.14
1994	1.33	-2.96	7.22
1995	37.41	18.31	7.03
1996	22.85	3.66	6.76
1997	33.17	9.60	6.77
1007	С	F	G
1997 OCTOBER		<del>г</del> 1.45	.54
NOVEMBER	-3.36 4.61	.46	.50
DECEMBER	1.71	1.01	.52
DECEMBER	1.7 1	1.01	.52
1998	С	F	G
JANUARY	1.12	1.28	.51
FEBRUARY	7.20	07	.44
MARCH	5.11	.34	.50
APRIL	1.00	.52	.49
MAY	-1.72	.95	.51
JUNE	4.05	.85	.48
JULY	-1.09	.21	.49
AUGUST	-14.47	1.66	.49
SEPTEMBER	6.33	2.36	.44
LAST 12 MONTHS	8.83	11.53	6.05

<sup>\*</sup>Through 1990 the F Fund was invested in the Wells Fargo Bond Index Fund.

The C Fund is invested in the Barclays Equity Index Fund, which tracks the S&P 500 stock index. The F Fund is invested in the Barclays U.S. Debt Index Fund, which tracks the Lehman Brothers Aggregate Bond index. Because of expenses and changing balances in the C and F Funds, their returns vary from Barclays' returns. The G Fund is invested in special issues of U.S. Treasury securities.

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

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

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

**Federal Retirement Thrift Investment Board** 



Please post on bulletin boards. Destroy all previous notices.



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## Retail

IRT. WRU. CTT. DEBIT/CREDIT CARD. AND CASH REGISTER OFFICES

## **Procedures for Setting Clocks for Standard Time**

The correct system time in integrated retail terminals (IRTs) and weighing and rating units (WRUs) is critical since their internal clocks are used to verify Express Mail acceptance times, service commitments, and network status. The IRT system time is also printed on customer receipts and employee reports. Computerized tracking and tracing (CTT) scanner clocks are used to record Express Mail arrival and delivery times. Set debit/credit card terminal clocks to the correct day, date, and time to help reduce the possibility of accepting an expired card. Clocks in IBM and NCR POS ONE equipment will be adjusted automatically; no user intervention is required.

Managers must ensure that before opening for business on Monday, October 26, 1998, the clocks in all IRTs, WRUs, CTT scanners, laser scanners, cash registers, and debit/credit card terminals under their control are set *back* 1 hour to reflect the change (in most locations) to Standard Time. Facilities with Saturday night operations should reset the time as soon as possible after 2 a.m. on Sunday, October 25, 1998.

Disk	Action 1	Action 2
Unisys III Supervisor Disk	Select menu item 11	Set System Date and Time from the Control Menu
Unisys II Supervisor Disk	Select menu item 10	Set System Date and Time
MOS IRT Control Disk	Select menu item 5, Change Fees and Tables, from the Main Menu	Select item 5, Set Unit Date and Time, from the Change Fees and Tables Menu

#### **Laser Scanner**

For a laser scanner, follow these steps:

- Press the CTRL (control) key and then press the T key.
   The current date and time will appear.
- Press the CLR (clear) key. A prompt to enter a date will appear. Enter the current date as MMDDYY (example: 102698).
- Press the ENTER key. The scanner then prompts the user to enter the time. Enter correct Standard Time in military format (examples: 8 AM = 0800, 1:30 PM = 1330).

- 4. Press the ENTER key. The scanner returns to the first screen.
- Press the CTRL key and the T key to verify the time and date.
- Press the ENTER key if correct; if not, reenter correct information.

#### **WRU Clocks**

For the WRUs, follow these steps:

- 1. From the Maintenance menu, select item 2, Change System Data.
- From the Change System Data Menu, the Set System Date and Time screen will appear. Select item 1, Change System Date and Time.
- 3. Press the YES key to accept the current date. The time will appear. Press NO to clear the time.
- 4. Enter correct Standard Time in military format (examples: 8 AM = 0800, 1:30 PM = 1330).
- 5. Press YES to save the corrected time. The Change System Data Menu will appear.
- 6. Verify the time and date and correct any errors.

#### **Debit/Credit Card Terminals**

For debit/credit card terminals, follow these steps:

Display	Action
US Postal Service	Press (*) and (3) key at the same time. [If you are having trouble, hold the (*) key and tap the (3) key.]
Diagnostics	Press (ALPHA) key.
Year	Key in the current year. Press (ENTER) key.
Month	Key in a number 1–12 for current month. Press (ENTER) key.
Date	Key in a number 1–31 for current date. Press (ENTER) key.
Hour	Key in a number 1–24 for current hour. Press (ENTER) key.
Minutes	Key in a number 0–59 for minutes. Press (ENTER) key.
Seconds	Key in a number 0–59 for seconds or press (ENTER) key to bypass.

You must make an entry for each selection even if the display is correct. To verify the existing date and time of the clock in the terminal, follow these steps:

#### Displaying the Clock and Calendar

Display	Action	
<b>US Postal Service</b>	Press (ENTER) key.	
Function	Press (4) key.	
Day, Date, Time	Press (CLEAR) key.	
Exit	Press CLEAR.	
<us postal="" service=""></us>		

#### Retail Consolidation Unit (RCU)

All IRT sites must coordinate the changing of system time with the retail consolidation unit (RCU). In most cases, IRT units will change the system time before opening for business on Monday, October 26, 1998. In the case of units that open for business on Sunday, October 25, 1998, the IRT windows must be configured to remain "open" for a longer period of time to compensate for the time difference. The district RCU coordinator must coordinate the changing of the system time on the VAX where the RCU application is running with the VAX system manager. This could be the local Information Systems (IS) or Raleigh Distributed Systems Central Management Facility (DSCMF).

# Changing the Date and Time on the NCR 7052 Cash Registers

After you log in:

- Press F7 (MGR FUNCTIONS).
- Press F5 (SET DATE/TIME).

The date and time will display at the top of the screen.

- At the CHANGE DATE (Y/N)? prompt, type N. Then press ENTER.
- At the CHANGE TIME (Y/N)? prompt, type Y. Then press ENTER.
- At the HH:MM prompt, type in the hours and then the minutes. Then press ENTER. For example, if the correct time is 8:15 AM, enter 0815. If the time is 2:30 PM, type 1430.

# Changing the Date and Time on ICL Team POS 500 Cash Registers

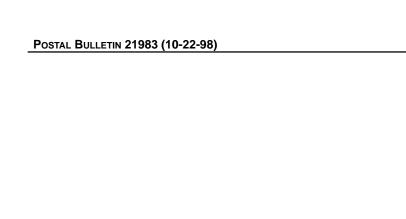
Note: This must be completed at the primary controller only, and must be done before opening the store. All terminals will receive the new date and time when they open.

Follow these steps:

- From the Main Menu, select MGR Functions Menus and press ENTER.
- Turn Auto Operations to "off" by selecting AUTO OPERATIONS ON/OFF and pressing ENTER. The status bar at the bottom of the Main Menu changes from AUTO OPS ON to AUTO OPS OFF.
- Select SET TIME AND DATE and press ENTER.
- At the NEW DATE prompt, press ENTER (or type the correct date and press ENTER).
- At the NEW TIME prompt, type in the Hours, then the Minutes, then press ENTER. For example, if the correct time is 8:15 AM, enter 0815. If the time is 2:30 PM, type 1430.
- Verify the date and time again.
- Select AUTO OPERATIONS ON/OFF and press ENTER. The status bar at the bottom of the Main Menu changes to AUTO OPS ON.
- Select RETURN TO MAIN MENU and press ENTER.
- Select LOG OFF SYSTEM and press ENTER.

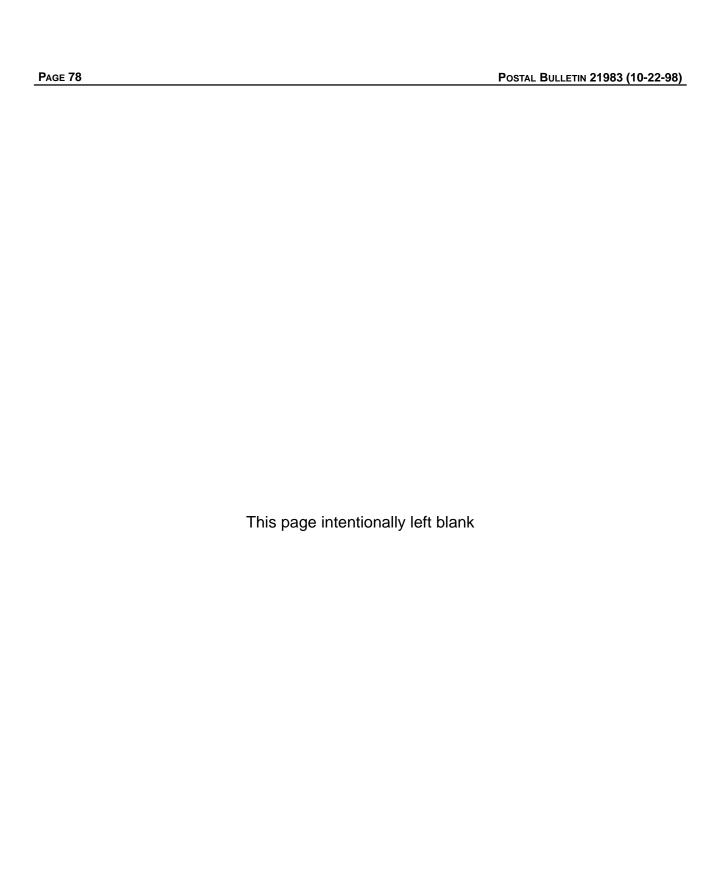
For postal store cash registers, please call the USPS Help Desk at 1-800-USPS HELP (877-7435). Select "6" at the first menu, then "3" for IBM or "5" for all others at the second menu.

-Point of Service, Retail, 10-22-98



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**P**AGE **77** 



**P**AGE **79** 

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