



postal bulletin

PB 21293—April 9, 1981—12 Pages

18-Cent American Red Cross Commemorative Stamp

Description. The 18-cent American Red Cross commemorative stamp will be first placed on sale at Washington, DC 20013, on May 1, 1981. This stamp is being issued to mark the centennial of the American Red Cross and to recognize the services of volunteer workers.

Do Not Sell Before May 2, 1981



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Size: .84 x 1.34 inches.

Issued in sheets of 50.

Colors: Yellow, magenta, cyan, black tone, red line, and black line.

Marginal markings: One group of numbers, © United States Postal Service 1981. Use correct ZIP Code, and Mr. ZIP.®

Designer: Joseph Csatari.

Collectors. First-day cover cancellations may be obtained by one of the following methods:

a. Customers Affixing Stamps. Customers are encouraged to purchase stamps at their local post offices and affix them to their envelopes. All

envelopes must be addressed. Peelable address labels are recommended and a filler card of postal card thickness should be inserted in each cover. Orders must be postmarked by June 15, 1981, and should be addressed to: First Day Cancellations, Postmaster, Washington, DC 20013. No remittance is required.

b. Postal Service Affixing Stamps. Request first-day cancellations from: American Red Cross Stamp, Postmaster, Washington, DC 20013 (see POM 244.53). Requests must be postmarked no later than June 15, 1981. Remittance is required for the face value of each stamp.

Selected United States mint stamps will be available at the Philatelic Sales Division, Washington, DC 20265 beginning May 2, 1981.

Supply. All post offices under the automatic distribution system will receive an initial supply of this stamp. Before requisitioning additional stamps (Item 495), consider that the stock should be depleted prior to July 1, 1981, at all post office outlets—except designated philatelic windows.

Post offices with 950 or more revenue units requiring additional bulk quantities: immediately requisition on Form 3356, *Stamp Requisition—Bulk Quantities*, from the Bureau of Engraving and Printing.

All post offices requiring additional stamps in less than bulk quantities: requisition on separate Form 17, *Stamp Requisition*, from stamp distribution office.

Panels. A limited number of 8½ by 11¼-inch commemorative series stamp panels will be available at a later date only through mail order from the Philatelic Sales Division, Washington, DC 20265. The panels are printed on heavy art paper suitable for mounting.—*Customer Services Dept.*, 4-9-81.

Return of Catalogs— Address Correction

Postal managers are reminded that procedures for the return of Form 3579 are to be followed at all times. When address correction is requested for third-class pieces weighing over two ounces, only the address cover is to be returned. The entire piece, or catalog, is not to be sent back to the mailer. The covers should be placed in a penalty envelope and returned to the mailer. If any questions arise, please refer to the DOMESTIC MAIL MANUAL, 693b.—*Delivery Services, Rates & Classification Depts.*, 4-9-81.

Correction

Postal Bulletin Index

Pages 13 and 14 of the Quarterly Index, published in last week's POSTAL BULLETIN (21292), were not indexed in correct order. Please replace that sheet with the correct version printed on pages 3 and 4.

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Correction

International First Flight Cachet

Western Airlines will begin new service routes to London, England, from Los Angeles, CA; Las Vegas, NV; and Denver, CO on April 24

instead of April 25 as published in POSTAL BULLETIN 21291 (3-26-81).—*Customer Services Dept.*, 4-9-81.

District and MSC Changes

Effective February 21, 1981, MSC Athens, GA (305-306) was combined with MSC Atlanta, GA (300-303).

Atlanta, GA----- 300-303, 305-306

* * * * *

Effective March 21, 1981, the State of Texas was realigned into the North Texas and South Texas Districts. The North Texas District Office, formerly responsible for the East Texas District, will remain in Dallas. The South Texas District Office, formerly responsible for the West Texas District, will remain in San Antonio.

The new alignment of Management Sectional Centers is shown below:

North Texas District

Texarkana, TX-AR-----	718, 754-755
Dallas, TX-----	750-753
Tyler, TX-----	756-759
Fort Worth, TX-----	760-764
Waco, TX-----	765-767
Midland, TX-----	768-769, 795-797
El Paso, TX-----	798-799

South Texas District

Houston, TX-----	770-772, 774-775
Beaumont, TX-----	773, 776-778
Corpus Christi, TX-----	779, 783-785
San Antonio, TX-----	780-782, 788
Austin, TX-----	786-787, 789

Note: The above realignment resulted in the transfer of ZIP Code Area 759 from MSC Beaumont to MSC Tyler and ZIP Code Areas 773 and 778 from MSC Waco to MSC Beaumont.

Effective March 21, 1981, MSC Greensburg, PA (154, 156-157) was combined with MSCs Pittsburgh, PA (150-153, 260), and Johnstown, PA (155, 159, 166, 168).

Pittsburgh, PA--- 150-154, 156, 260
Johnstown, PA--- 155, 157, 159, 166, 168

Effective March 21, 1981, MSC Yakima, WA (988-989, 993) was combined with Spokane, WA (835, 838, 990-992, 994) and Tacoma, WA (983-985).

Spokane, WA--- 835, 838, 990-991, 993
Tacoma, WA--- 983-985, 988-989

Effective March 21, 1981, MSC Las Cruces, NM (879-880) was combined with MSC Albuquerque, NM (870-871, 875, 878).

Albuquerque, NM----- 870-871, 875, 878-880

—Operations Group, 4-9-81.

Foreign Order Notice 38

Keep all foreign order notices for use as reference.

A tentative *False Representation* order has been issued against:

ENGLAND

International Finance Journal
18/18A St. George Street
Hanover Square
London

A tentative *Lottery* order has been issued against:

CANADA

Vancouver, B.C.

James Thomas
P.O. Box 3659
and
P.O. Box 4923
Concept Marketing
P.O. Box 2917
Commonwealth of Canada
P.O. Box 76919 Station "S"
3366 Kingsway
and
P.O. Box 76919 Station "S"
3366 Kingsway

Final Orders

Tentative *Lottery* orders against the following have become final:

CANADA

Maple Leaf Industries
P.O. Box 163
Delta, B.C.
Sovereign Sales
P.O. Box 80565, 6025 Sussex
and
P.O. Box 80565, 6025 Sussex
Burnaby, B.C.
Exclusive Sales Depot
P.O. Box 69220
2411 East Pender Street
and
Circulation Department
P.O. Box 69220
2411 East Pender Street
Vancouver, B.C.
Philmo Ent. Ltd.
Box 58389
and
Station L, Box 58389
Vancouver, B.C.
Canadian Money Club
Member Services
Suite 404
44 Wellington Street, East
and
Suite 404
44 Wellington St., East
Toronto, Ontario

Do not dispatch any mail to the above. Place the mail pieces in a pouch which has been endorsed "Foreign Order Mail" and send it to the Postmaster of New York, NY 10001, Attention: Claims, Inquiry and Un-

deliverable Mail, Room 4508. Do not place any endorsement on the mail pieces themselves.

This notice may be posted at the outgoing primary and it must be posted on the Foreign Order Board at all SCFs and designated International Exchange Offices.—*Judicial Officer, 4-9-81.*

Vehicle Time Record

The beginning and ending odometer readings for each route or run must be recorded on Form 4570, *Vehicle Time Record*. In addition, Forms 4570 for vehicles assigned to specific routes or runs must include, on the top of both sides of the form, the route number and approved mileage. The approved mileage on letter delivery routes and collection runs must include tenths of a mile.

Approved mileage for routes or runs not assigned a vehicle must be readily accessible to drivers and persons responsible for reviewing the forms. Entries on Forms 4570 must be reviewed and compared to the approved mileage daily. Unexplained variances to approved mileage must be discussed with the driver at the earliest practical time. Authorized deviations must be noted on Form 4570.

PSDS offices must also provide drivers with Forms 4570 and follow the above instructions.—*Delivery Services Dept., 4-9-81.*

All Multi-Coded Offices

ZIP Code Coordinators

Beginning with Accounting Period 7, FY 1981, the ZIP Code Coordinators in Multi-Coded Offices must forward Form 1061, *National ZIP Code Directory Preliminary and Street Data*, changes to the following address:

Preliminary and Street Data
P.O. Box 14955
Memphis, TN 38114

If there are any questions regarding the submission of these forms, the ZIP Code Coordinator should direct these questions to the Operations Data Systems Division. The telephone number is FTS/245-4948.—*Delivery Services Dept., 4-9-81.*

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U.S. POSTAL SERVICE OFFICERS

As information, Officers of the Postal Service are listed below.

Postmaster General.....	WILLIAM F. BOLGER.
Executive Assistant to the Postmaster General.....	GERALD F. MERNA.
APMG, Planning Department.....	WILLIAM R. CUMMINGS.
APMG, Public & Employee Communications Department.....	WALTER E. DUKA.
APMG, Government Relations Department.....	EDWARD E. HORGAN, Jr.
General Counsel, Law Department.....	LOUIS A. COX.
Chief Postal Inspector, Inspection Service Department.....	KENNETH H. FLETCHER.
Senior Assistant Postmaster General.....	JOSEPH F. MORRIS.
SAPMG, Employee & Labor Relations Group.....	CARL C. ULSAKER.
APMG, Labor Relations Department.....	JAMES C. GILDEA.
APMG, Employee Relations Department.....	NANCY L. GEORGE.
SAPMG, Research & Technology Group.....	PAUL E. JAQUISH.
SAPMG, Finance Group.....	JIM FINCH.
APMG, Rates & Classification Department.....	EDWARD J. MCCAFFREY.
APMG, Finance Department.....	ANTHONY P. CAVALLO, Jr.
Office of the Controller.....	MICHAEL T. DEL GUERCIO
Office of the Treasurer.....	JAMES R. GLASSCO, Jr.
Deputy Postmaster General.....	C. NEIL BENSON.
Executive Assistant to the Deputy Postmaster General.....	JOHN L. GENTILE.
Executive Assistant for Information Resources Management.....	CHARLES K. KERNAN.
APMG, Management Information Systems Department.....	RALPH M. FEEMSTER.
SAPMG, Administration Group.....	FRANCIS X. BIGLIN.
Judicial Officer.....	JAMES A. COHEN.
APMG, Real Estate & Buildings Department.....	ROGER P. CRAIG.
APMG, Customer Services Department.....	GORDON C. MORISON.
Consumer Advocate Office.....	THOMAS W. CHADWICK.
APMG, Procurement & Supply Department.....	ROBERT H. MCCUTCHEON.
APMG, International Postal Affairs Department.....	H. EDGAR S. STOCK.
SAPMG, Operations Group.....	JAMES V. JELLISON.
APMG, Delivery Services Department.....	EUGENE C. HAGBURG.
APMG, Mail Processing Department.....	HARRY C. PENTTALA.
APMG, Engineering & Technical Support Department.....	WILLIAM V. CHAPP.
Regional Postmaster General, Central Region.....	PAUL N. CARLIN.
Regional Postmaster General, Eastern Region.....	E. HERBERT DAWS.
Regional Postmaster General, Northeast Region.....	JERRY K. LEE, Sr. (Acting).
Regional Postmaster General, Southern Region.....	EMMETT E. COOPER, Jr.
Regional Postmaster General, Western Region.....	MICHAEL S. COUGHLIN.

APMG—Assistant Postmaster General.

SAPMG—Senior Assistant Postmaster General.

—Public & Employee Communications, 4-9-81.

Locks on Rural Mailboxes

In October 1980 a proposed rule was placed in the Federal Register to change 156.57 of the DOMESTIC MAIL MANUAL (DMM) to provide that any rural mailbox equipped with a lock must have a slot large enough to accommodate the customer's normal daily mail volume. This change, which will become effective on May 28, 1981, reads as follows:

156.5 Rural Boxes

.57 The use of locks on boxes is not required. If, however, a box is equipped with a lock, the box must have a slot large enough to accommodate the customer's normal daily mail volume. The Postal Service will not open boxes which are locked and will not accept keys for this purpose. Keys which are now held by the Postal Service will be returned.

Postmasters should send notices only to those customers with locked mailboxes, advising them of the change. The following is a suggested format for that letter:

Dear Rural Customer (use customer's name when known):

On May 28, 1981, a revision will be made in the Postal Service's policy with respect to locked rural mailboxes. Effective on that date, the Postal Service will not open boxes which are locked and will not accept keys for that purpose. If a box is equipped with a lock, the box must have a slot large enough to accommodate your normal daily mail volume. Mail which will not fit through the slot will be returned to the post office and a notice left advising you of attempted delivery. The May 28 effective date is established to give customers who wish to do so time to put slots in their boxes.

Keys now held by the post office will be returned as soon as we are informed that the lock has been removed or that the box has been altered to conform to the regulation. In any event, we will return all keys by May 28, 1981.

If you decide to put a slot in your mailbox, it must be placed in the carrier service door and must be free of sharp edges or projections. A drill and a hacksaw or metal cutting shears will be sufficient to produce the slot. A metal file will eliminate any resulting sharp edges. In order to protect your mail from the weather once the

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Maintenance Bulletins—Work Orders

From December 27, 1980 through March 30, 1981, the following Maintenance Bulletins were published and distributed by the Maintenance Technical Support Center, Office of Maintenance Management (MTSC/OMM):

Number	Subject	Distribution
MMO-10-81.....	Non-Chemical (Magnetic, Electric, Electronic) Water Treatment Devices.	Regional General Managers, Maintenance Management Divisions; Management Sectional Centers; District Offices; Building Management Engineer Offices; Boiler Inspectors.
MMO-11-81.....	Turbulator for Fire Tube Boilers.	Regional General Managers, Maintenance Management Divisions, Building Management Engineer Offices; Boiler Inspectors; District Offices.
MMO-12-81.....	Correction of Possible Hazard in MPLSM ASTECTS Modification, MMO-4-79.	Regional General Managers, Maintenance Management Divisions; District Offices; Regional Safety Managers; MPLSM/ZMT/ESP Offices.
MMO-13-81.....	Maintenance Policy for Operation Maintenance-Mail Processing Equipment.	Regional General Managers, Maintenance Management Divisions; District Offices; Maintenance Capable Offices.
MMO-14-81.....	Maintenance Problems, Stamp Vending Machine, PS-86.	Regional General Managers, District Managers, Reatil Branch; Maintenance Capable Offices; Regional Coordinators.
MMO-14-81.....	Maintenance Problems, Stamp Vending Machine, PS-86.	Customer Services, Area Maintenance Offices, SSPC Technicians.
MMO-15-81.....	MPLSM Door Panel Cutouts..	Regional General Managers, Maintenance Management Divisions, Regional Safety Managers, District Offices; MPLSM/ESP/ZMT Offices.
MMO-16-81.....	Container Maintenance Staffing Maintenance.	General Managers, Maintenance Management Divisions; District Offices, Maintenance Capable Offices.
MMO-17-81.....	Modifications to Scribe 2 and 3 Value Stamp Vending Machines.	Regional General Managers, Maintenance Management Divisions, Maintenance Capable Offices, Area Maintenance Offices, SSPC Technicians.
MMO-18-81.....	Safety Conveyor Motor Disconnect Switch.	Regional General Managers, Maintenance Management Divisions; Bulk Mail Centers; Maintenance Capable Offices; Regional Safety Managers.
MMO-19-81.....	MPLSM Panels Maintenance—Safety Clarification.	Regional General Managers, Maintenance Management Divisions; MPLSM/ZMT/ESP Offices; District Offices; Regional Safety Managers.
MMO-20-81.....	ZMT AC Light Board OEM #35782 NSN 5999-00-000-2847.	Regional General Managers, Maintenance Management Divisions; District Offices; MPLSM/ZMT Offices.
MMO-21-81.....	Standard Railings.....	Regional General Managers, Maintenance Management Divisions; District Offices; Maintenance Capable Offices; Bulk Mail Centers; Sectional Center Facilities; Area Maintenance Offices; Building Management Engineer Offices; Regional Safety Managers.
MMO-22-81.....	Facility Temperature Restrictions.	Regional General Managers, Maintenance Management Divisions; District Offices; Maintenance Capable Offices.
MMO-23-81.....	ZDL Phase II Expansion Memory Unit Installation and Operation Instructions.	Regional General Managers, Maintenance Management Divisions; MPLSM/ZMT/ESP Offices; District Offices.

Number	Subject	Distribution
MMO-24-81.....	Modification Kits for 1800/2900 Lockboxes.	Regional General Managers, Maintenance Management Divisions; Regional Managers, Retail Sales; Maintenance Capable Offices; Area Maintenance Offices.
MMO-25-81.....	Rate Change Reprogramming Instructions for Model SI-906 Stamp Vending Machine.	Regional General Managers, Maintenance Management Divisions; Regional Managers, Retail Sales; District Offices; Postmasters Sectional Center Facilities; Area Maintenance Offices; Self Service Postal Center Technicians.
MMO-26-81.....	Safe Handling, Transportation and Use of Nuclear Roof Moisture Meters.	Regional General Managers, Maintenance Management Divisions; Building Management Engineer Offices; Authorized Users of Nuclear Roof Moisture Meters, listed herein; District Offices; Regional Safety Managers.
MMO-27-81.....	Revised Reporting Procedures for GMF and BMC Maintenance Safety Checklist.	Regional General Managers, Maintenance Management Divisions; Regional Safety Managers; Bulk Mail Centers; District Offices; Maintenance Capable Offices; Area Maintenance Offices; Building Management Engineer Offices.
MMO-28-81.....	New Telephone Numbers for Maintenance Technical Support Center.	Regional General Managers, Maintenance Management Divisions; Districts; Sectional Center Facilities; SSPC Technicians; Area Maintenance Offices; Maintenance Capable Offices.
MMO-29-81.....	Hourly Rates for Maintenance.	Regional General Managers, Maintenance Management Divisions; District Offices; Sectional Center Facilities; Maintenance Capable Offices.
MMO-30-81.....	Fire Alarm Testing and Fire Extinguisher Travel Distances.	Regional General Managers, Maintenance Management Divisions; Maintenance Capable Offices; Bulk Mail Centers; Regional Safety Managers.
MMO-31-81.....	Required Safety Reference Material.	Regional General Managers, Maintenance Management Divisions; District Offices; Maintenance Capable Offices; Bulk Mail Centers; Sectional Center Facilities; Area Maintenance Offices; Building Management Engineer Offices; Regional Safety Managers.
MMO-32-81.....	Vertical Ladders in Inspection Service Galleries.	Regional General Managers, Maintenance Management Divisions; District Offices; Maintenance Capable Offices; Bulk Mail Centers; Area Maintenance Offices; Overhaul Centers; Regional Safety Managers; Building Management Engineer Offices.
MMO-33-81.....	Storage of Flammable and Combustible Materials.	Regional General Managers, Maintenance Management Divisions; Bulk Mail Centers; Maintenance Capable Offices; Regional Safety Managers.

Modification Work Orders

MWO-2-81.....	MPLSM 6 1/4" Mail Modification, Models 120/121 and 140/141.	Regional General Managers, Maintenance Management Divisions; MPLSM/ZMT/ESP Offices; District Offices.
MWO-3-81.....	Rate Change Modification Instructions for Model SI-9, SI-90, SI-95 Stamp Vending Machines.	Regional General Managers, Maintenance Management Divisions; Regional Managers, Retail Sales; District Managers; Postmasters Sectional Center Facilities; Area Maintenance Offices; Self-Service Postal Center Technicians.

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slot has been produced, a piece of canvas, rubber, or similar material can be attached to the inside of the door by means of pop rivets. The material should be flexible enough to permit easy insertion of mail through the slot.

Sincerely,

POSTMASTER.

Postmasters should establish a file in which correspondence pertaining to this matter will be kept for a period of one year.—*Delivery Services Dept., 4-9-81.*

Supply Item Addition

The following newly-established item of supply is now available from the area supply centers:

POIN	Description	U/I	Price
0935	Wheel, Cart, Tray, Seven-Shelf (1226C)	Ea.	\$2.58

Offices needing these wheels may order them from their supporting area supply center on Form 7380, Supply Center Requisition, during their normal requisitioning cycles.

This item will be included in Publication 24, *Supply Catalog*, at the next revision.—*Procurement & Supply Dept., 4-9-81.*

Medical Training Procedures

In a future revision to the Employee & Labor Relations Manual (ELM) section 742.2 will be renumbered, and the following section added. This revision in Postal Bulletin 21285 (2-19-81) is changed only by the bold type.

22 Medical Training Requests for medical training by medical personnel (medical officers, head nurses, nurses, physical therapists, X-ray technicians, and other medical technicians) are to be submitted through the employee's supervisor to the appropriate approving official at the installation. All denials of such requests, and the reasons therefore, are to be forwarded to the Regional Medical Director, who may, for good cause, recommend approval through the Regional Director, Employee and Labor Relations.—*Employee Relations Dept., 4-9-81.*

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M-9 Revision

Number	Subject	Distribution
MWO-4-81.....	Rate Change Modification of SI-5 and SI-10 Stamp Vending Machines.	Regional General Managers, Maintenance Management Divisions; Area Maintenance Offices; Maintenance Capable Offices; SSPC Technicians.
MWO-5-81.....	Rate Change Modification for SI-15, SI-20, SI-30, SI-115, SI-120, and SI-300 Stamp Vending Machines.	Regional General Managers, Maintenance Management Divisions; Area Maintenance Offices; Maintenance Capable Offices; SSPC Technicians.

Training Travel Approval

The article on Training Travel Approval which appeared in POSTAL BULLETIN 21288 (3-12-81), page 3 should be corrected. Delete District Managers from the list of Field Service officials who may approve travel advances up to \$750 for employees in a training travel status when lodging is provided by USPS (not payable by the trainee).—Finance Dept., 4-9-81.

—Engineering & Technical Support Dept., 4-9-81.

POST OFFICE CHANGES NO. 7

(Supplemental to 1981 National ZIP Code and Post Office Directory.)

Abbreviations: B=Branch, C=City Delivery, Conv.=Converted, CPO=Community Post Office, Disc.=Discontinued, Estab.=Established, F=Finance, Fac.=Facility, I=Independent Post Office, IC=Independent City, MOU=Money Order Unit, MPO=Main Post Office, MR=Mailing Restrictions (from Part 125 DMM) apply, NP=Nonpersonnel, NZCD=National ZIP Code and Post Office Directory, P=Postal facility discontinued, name retained for address purposes, Resc.=Rescinded, S=Station, x=Classified. (Contract stations and branches do not have the symbol "x" following the symbol of type of installation.) Symbols: (1)=Officially closed on date shown. Notice is for administrative record purposes. (2)=Officially established on date shown. Notice is for administrative record purposes. (3)=All services previously terminated. Date shown is official discontinued date for administrative purposes.

State	Name of post office	County/parish	Name of station, branch, or unit	Type S/B	ZIP Code	Change action	Effective date	Explanation of change
AL	Franklin.....	Monroe.....	Hybart.....	CPO	36453	Delete.....	12-1-80	CPO & ZIP Code disc.
AZ	Glendale.....	Maricopa.....	Luke AFB.....	B	85301	Delete.....	3-10-81	} B ZIP Code changed.
AZ	do.....	do.....	do.....	B	85309	Add.....	3-10-81	
CT	Oakville.....	Litchfield.....	I	06779	Delete.....	5-15-81	} PO conv. to Sx. Retain ZIP Code.
CT	Watertown.....	do.....	Oakville.....	Sx	06779	Add.....	5-15-81	
KY	Louisville.....	Jefferson.....	Camp Taylor.....	Sx	40213	Delete.....	3-20-81	Sx disc. Retain ZIP Code.
LA	Alexandria.....	Rapides.....	England AFB.....	B	71301	Delete.....	3-10-81	} B ZIP Code changed.
LA	do.....	do.....	do.....	B	71311	Add.....	3-10-81	
MD	Patapsco.....	Carroll.....	I	21127	Delete.....	5-15-81	} PO disc. Change ZIP Code only: Continue address of Patapsco, MD.
MD	do.....	do.....	P	21048	Add.....	5-16-81	
MI	Eloise.....	Wayne.....	I	48132	Delete.....	5-20-81	} PO disc. Change ZIP Code only: Continue address of Eloise, MI.
MI	do.....	do.....	P	48185	Add.....	5-20-81	
MO	Sainte Genevieve.....	Sainte Genevieve.....	Clearwater.....	CPO	63634	Delete.....	4-30-81	} CPO & ZIP Code disc.
MO	Sparta.....	Christian.....	Elkhead.....	CPO	63763	Delete.....	3-30-81	
NE	Holland.....	Lancaster.....	I	68373	Delete.....	5-24-81	} PO disc. Change ZIP Code only: Continue address of Holland, NE.
NE	do.....	do.....	P	68372	Add.....	5-24-81	
NY	Ithaca.....	Tompkins.....	East Hill.....	B	14850	Add.....	2-17-81	} B estab. } MOU ZIP Code changed.
NY	Watertown.....	Jefferson.....	Fort Drum.....	MOU	13601	Delete.....	3-11-81	
NY	do.....	do.....	do.....	MOU	13602	Add.....	3-11-81	
OH	Caldwell.....	Noble.....	South Olive.....	CPO	43724	Delete.....	5-9-81	CPO disc. Retain ZIP Code.
OH	Elliston.....	Ottawa.....	I	43415	Delete.....	5-23-81	} PO disc. Change ZIP Code only: Continue address of Elliston, OH.
OH	do.....	do.....	P	43432	Add.....	5-22-81	
OH	Phoneton.....	Miami.....	I	45356	Delete.....	5-23-81	} PO disc. Change ZIP Code only: Continue address of Phoneton, OH.
OH	do.....	do.....	P	45371	Add.....	5-23-81	
OH	Reinersville.....	Morgan.....	I	43774	Delete.....	5-24-81	} PO disc. Change ZIP Code only: Continue address of Reinersville, OH.
OH	do.....	do.....	P	45756	Add.....	5-24-81	
OH	Saint Martin.....	Brown.....	I	45170	Delete.....	5-23-81	} PO disc. Change ZIP Code only: Continue address of Saint Martin, OH.
OH	do.....	do.....	P	45118	Add.....	5-23-81	
OH	Shinrock.....	Erie.....	I	44879	Delete.....	5-20-81	} PO disc. Change ZIP Code only: Continue address of Shinrock, OH.
OH	do.....	do.....	P	44839	Add.....	5-20-81	
TX	Houston.....	Harris.....	Leawood.....	Sx	77372	Add.....	3-21-81	Sx. estab.

—Delivery Services Dept., 4-9-81.

VACANT REGULAR RURAL ROUTES LIST 81-15

The vacant rural routes listed below will be posted for bid in accordance with the USPS-NRLCA 1978 National Agreement, Article 30.5, nine calendar days after the date of this POSTAL BULLETIN. Those rural carriers having special bidding rights as defined in the USPS-NRLCA 1978 National Agreement, Article 30.1.D, may apply for vacant rural routes by submitting their bids to the post office where the vacancy occurs on or prior to the closing date of the posting. Rural carriers with special bidding rights may request additional information from the post office where the vacancy occurs.

VACANT REGULAR RURAL ROUTES TO BE POSTED

State	Name of Post Office	ZIP Code	Route No.	*Route classification and evaluation	Route length	State	Name of Post Office	ZIP Code	Route No.	*Route classification and evaluation	Route length
CENTRAL REGION						Pennsylvania	Allentown	18101	05	41-15 (4EH)	21.00
Illinois	Bartlett	60102	05	48-11 (42J)	34.50	Virginia	Harrisonburg	22091	01	48-37 (46J)	41.25
	Carbondale	62901	05	48-29 (46H)	18.75	West Virginia	Buckhannon	26201	05	47-24 (44J)	62.00
Indiana	Nineveh	46164	01	45-25 (40K)	55.15	SOUTHEAST REGION					
	Bramson	46506	02	28-24 (36S)	68.75	Alabama	Russellville	35988	01	55-05 (46K)	61.00
	Marion	46052	08	26-27 (36S)	25.25	Georgia	Canton	30114	02	48-24 (42J)	51.05
	Columbus	47201	12	48-24 (44J)	51.07		Newman	30268	02	50-24 (42K)	37.05
	Hartford City	47948	08	52-49 (44K)	65.35		Columbia	30719	01	42-29 (42H)	25.00
	Fowler	47944	02	40-10 (40S)	98.70	Louisiana	Quitman	71282	01	42-26 (42H)	61.25
Iowa	Lone Rock	50550	01	24-25 (24S)	58.40	Mississippi	Carriere	39428	02	47-29 (44J)	102.00
	Springville	52285	01	26-10 (36S)	40.80	North Carolina	Walnut Cove	27082	01	55-45 (46K)	61.15
Kentucky	Crestwood	40014	05	47-57 (44J)	24.95		Thomasville	27220	01	51-23 (42K)	57.75
Michigan	Ithaca	48947	01	44-32 (44H)	66.60		Wadesboro	28179	01	42-22 (44H)	47.05
	Mount Pleasant	48858	06	45-54 (42J)	50.45	Oklahoma	Norman	73069	02	45-29 (42J)	41.75
	Berrien Center	49102	01	30-20 (30S)	29.20		Rothsitt City	73081	01	44-57 (45H)	121.00
	Boyer City	49712	03	43-15 (42H)	52.65		Nash	73761	01	33-29 (36S)	105.00
Missouri	Macon	63552	04	29-41 (40S)	98.00		Ringwood	73082	02	37-20 (37S)	61.25
	Mexico	63265	03	47-20 (44J)	80.80	South Carolina	Bishopville	29309	04	25-21 (26S)	69.10
North Dakota	Upham	58789	01	24-28 (26S)	108.65		Orangeburg	29115	04	74-25 (45H)	48.05
Ohio	West Chester	45009	10	45-28 (42L)	17.40		Fort Mill	29715	02	41-57 (42H)	21.25
Wisconsin	Black River Falls	54615	04	48-16 (44J)	74.55		do	29715	02	45-26 (42J)	48.25
	Readstown	54652	01	29-22 (30S)	74.00	Texas	Malakoff	75149	01	48-28 (46J)	61.00
EASTERN REGION							Mosquito	75249	02	42-27 (42H)	52.40
New Jersey	Linwood	08221	01	55-24 (40K)	32.70		Vidor	75089	02	47-29 (44J)	48.25
New York	Canastota	13082	01	43-51 (42H)	45.05		Haltersville	77064	04	52-25 (44K)	102.05
	Elma	14059	03	37-21 (38H)	20.80		Odean	78009	02	52-12 (44K)	25.00

*The "Route Classification and Evaluation" published in this POSTAL BULLETIN may not be the most current. The actual posting will contain the current "Route Classification and Evaluation".

—Labor Relations Dept., 4-9-81.

INTERNATIONAL FIRST FLIGHT CACHET

On May 3, 1981, World Airways will begin first flight service from Baltimore, Maryland, to London, England, and Frankfurt, Germany.

Official cachet and philatelic treatment are authorized as outlined in POSTAL OPERATIONS MANUAL 244.63.

To prepare and send covers for official philatelic treatment for this service, observe the following procedures:

1. Address all covers.
2. Applicable rate of postage per cover is 40 cents per half ounce.
3. Allow a clear space, 2½ by 2½ inches, on the lower portion of the envelope and to the left of the address, for the cachet.
4. Provide an additional clear space of 1½ inches to the left of the inner most stamp to permit a clear postmark.

5. Include in each envelope a uniform enclosure of the approximate thickness of a postal card to assure a good impression.

6. Enclose the prepared covers in another envelope, indicate segment desired by pencil notation in the upper right hand corners of the covers, and address as follows:

Cachets to be applied by
Baltimore City Post Office

Baltimore Airport Mail Facility

Send covers to
Postmaster
Main Post Office
Baltimore, MD
21233

Operations Manager
Baltimore Airport Mail Facility
Baltimore/Washington International Airport
Baltimore, MD
21240

Note: The British Postal Administration will not provide backstamping to philatelic covers.

7. Endorse the lower left corner of the outer envelope containing the covers with the words *First Flight Covers* for easy identification.

8. Mail the covers to reach the office applying the cachet no later than three days prior to the scheduled date of the flight.

9. Aerogrammes and postal cards will not be accepted.

Covers bearing previous postmarks and those not properly prepared in accordance with these instructions will not receive cachets or cancellations.

There will be a limit of 50 covers per customer.—Customer Services Dept., 4-9-81.

POSTAGE DUE BILL

A review has shown excessive use of Form 3582-A, *Postage Due Bill*. In the interest of reducing printing, handling and storage costs, along with conserving paper, the correct procedure for the use of Form 3582-A is as follows:

1. Sort and total Business Reply or Postage Due mail, and complete the required information on Form 3582-A for each customer. *Do not make copies.*
 2. Affix postage due stamps or meter strips equaling the amount due in the space provided. If additional space is needed use other Forms 3582-A or plain paper of the same size.
 3. Enter the amount of Business Reply or Postage Due to individual customer's trust accounts.
 4. Give Form 3582-A with the mail to the letter carrier.
- The Form 1412, *Daily Financial Report*, for the postage due unit will have an entry to AIC 090, *Postage Sales*, or AIC 110, *Meter Postage*, Post Office, as appropriate, and an entry to AIC 453, *Trust Withdrawal*, Postage Due. No support is necessary

for AIC 090. Form 3602-PO, *Postage Trust Account Receipts and Withdrawals*, will support AIC 453.—*Finance Dept., 4-9-81.*

Property Code Number Changes

Handbook F-43, *Property Code Numbers*, was revised November 15, 1979, and provides space at the bottom of each page to allow for temporarily recording new PCN additions, changes, and deletions until the affected pages are reprinted. To keep the handbook current, make a pen and ink change in each of the three sections; *PCN Numeric*, *Budget Index Code (BIC)* and *Alphabetical* sequence for the following:

Change Action	Class	BIC	Property Code No.	Commitment Acct. No.	Service Life	Description
Change	A	INY	3173.23	86531	08	Radio Code Inserter VP
Addition	A	INY	3173.24	86531	08	Radio Two-way Portable VP
Addition	A	INY	3173.25	86531	08	Radio Two-way Mobile VP
Addition	A	INY	3173.26	86531	08	Radio Base Station VP
Addition	A	INY	3173.27	86531	08	Radio Base Station Portable VP
Addition	A	INY	3173.28	86531	08	Radio Repeater VP
Addition	A	2DC	4523.07	86232	05	Mark II Control Modification

—*Finance Dept., 4-9-81.*

Warning Notice—Unrecovered Stolen Canadian Money Order Forms

(To be posted and used by window clerks. As directed destroy previous notices. Insert any interim notices in sequence.) The following money orders are void and should not be cashed: (1) All card type orders. (2) New style orders 000,000,001—307,999,999. Advise holders to send them to Canada Post Office, Ottawa, Canada, K1A 0B1.

The new money order serial numbers consist of the first nine digits. The 10th digit is a check digit only. Destroy the PB 21291 article.

310,917,957 to 8,100	336,909,925 to 0,000	357,339,409 to 9,455	372,548,100 to 8,300
310,956,020 to 6,200	337,395,212 to 5,300	358,180,401 to 0,600	373,593,481 to 3,500
311,577,901 to 8,100	338,038,706 to 8,800	359,790,481 to 0,540	374,013,262 to 3,300
311,994,658 to 4,700	338,891,701 to 2,200	359,791,901 to 1,920	374,433,401 to 4,000
314,162,132 to 2,200	339,519,801 to 9,900	359,994,676 to 4,700	374,540,001 to 0,100
315,105,301 to 5,500	339,735,184 to 5,200	361,168,730 to 8,900	374,988,860 to 8,880
315,788,118 to 8,140	340,711,001 to 3,000	361,201,906 to 2,100	375,040,201 to 0,400
317,630,301 to 0,400	341,462,701 to 2,900	362,395,806 to 5,819	375,432,201 to 2,500
321,087,737 to 7,800	343,703,708 to 3,900	363,633,090 to 3,100	375,712,274 to 2,300
321,272,306 to 2,400	343,945,919 to 5,940	363,794,701 to 5,200	377,011,946 to 2,400
322,180,820 to 1,000	344,536,201 to 6,400	365,867,401 to 7,500	377,901,546 to 1,600
323,294,360 to 4,400	344,821,230 to 1,297	365,867,517 to 7,600	379,786,742 to 6,760
323,296,838 to 6,856	344,854,601 to 4,700	366,888,911 to 9,000	380,821,401 to 2,200
323,297,695 to 7,730	345,299,801 to 9,900	366,967,107 to 7,200	390,557,101 to 7,170
323,485,231 to 5,240	345,986,501 to 6,600	368,108,160 to 8,600	390,581,961 to 2,040
323,997,101 to 7,400	347,238,201 to 8,300	368,416,575 to 6,600	391,923,323 to 3,500
326,023,246 to 3,300	347,975,946 to 5,959	368,773,419 to 3,500	393,018,120 to 8,400
328,436,401 to 6,500	348,086,296 to 6,300	368,847,601 to 7,700	393,247,414 to 7,500
331,892,798 to 3,000	348,190,501 to 0,900	370,494,001 to 4,200	393,811,801 to 2,000
332,069,432 to 9,500	351,452,949 to 3,000	370,549,601 to 50,000	396,823,334 to 3,500
336,646,801 to 7,300	351,490,001 to 0,600	372,401,123 to 1,500	404,999,031 to 9,080
336,661,265 to 1,500	353,461,741 to 1,800	372,429,101 to 9,500	
336,825,701 to 7,000	357,010,401 to 0,500		

MISSING U.S. MONEY ORDER FORMS—DO NOT CASH

To be posted and used by window clerks. As directed, destroy previous notices. Any interim notices, including Inspection Service Forms 577, should be destroyed when the numbers listed appear in the POSTAL BULLETIN. The actual serial numbers consist only of the first 10 digits on the money orders. A. New Style. (Listed below). Destroy PB 21292 listing. B. Old Style. (Gray). C. Counterfeit. The listing from PB 21240 remains valid for both B. and C.

213 578 4229 to 4399	241 694 1800 to 1899	250 452 4971 to 4999	259 950 3300 to 3499
217 210 7100 to 7299	241 902 2600 to 2799	250 483 0600 to 0699	260 039 2699 to 2999
217 667 3400 to 3599	242 021 2262 to 2499	250 547 7046 to 7099	260 144 7415 to 7499
218 755 4591 to 4699	242 585 4155 to 4299	250 565 7029 to 7040	260 198 2856 to 2898
219 726 9924 to 9999	242 591 4500 to 4699	250 833 7200 to 7399	260 229 5638 to 5699
222 224 8100 to 8499	242 605 0000 to 0999	250 919 5218 to 5299	260 324 9000 to 9099
224 206 6400 to 6491	242 621 8314 to 8399	250 951 4340 to 4363	260 479 3500 to 3599
225 268 1655 to 1799	242 816 1337 to 1399	250 991 9778 to 9799	260 743 5000 to 5099
225 711 9700 to 9999	243 112 4109 to 4120	251 518 6281 to 6399	260 894 8061 to 8099
225 712 0000 to 0999	243 228 7200 to 7499	251 964 6056 to 6199	261 002 6451 to 6499
225 767 2000 to 2299	243 766 6730 to 6799	251 997 2913 to 2999	261 052 5271 to 5299
227 097 4600 to 4699	243 805 0000 to 0299	252 171 2041 to 2056	261 175 6200 to 6299
227 254 9800 to 0099	243 906 7800 to 8199	252 206 2101 to 2199	261 459 5800 to 5899
229 346 9900 to 9999	244 299 2000 to 2199	252 206 9532 to 9599	261 459 6722 to 6799
229 350 0600 to 0699	244 366 8800 to 8899	252 235 4400 to 4499	261 533 2067 to 2299
229 434 3500 to 3599	244 381 3024 to 3099	252 235 4581 to 4899	261 935 6500 to 6599
229 531 9700 to 9899	244 525 0719 to 0799	252 238 2299 to 2399	261 954 6334 to 6399
229 576 1800 to 1899	244 657 7700 to 7899	252 432 6988 to 6999	261 965 4168 to 4199
230 826 8683 to 8799	244 678 2333 to 2499	252 891 1159 to 1199	262 604 1515 to 1599
231 147 0883 to 1499	244 743 7100 to 7399	253 175 2670 to 2699	262 931 7066 to 7076
232 295 7249 to 7599	244 895 5575 to 5599	253 192 7311 to 7399	262 949 9200 to 9299
232 665 0292 to 0399	245 103 9300 to 9399	253 293 5931 to 5940	262 963 4912 to 4999
233 262 7907 to 7999	245 103 9400 to 9499	253 446 4033 to 4099	263 129 6984 to 6999
233 516 6100 to 6199	245 118 6754 to 6768	253 547 6013 to 6049	263 146 1837 to 1849
234 031 6456 to 6999	245 279 1420 to 1448	253 547 6054 to 6099	263 323 0768 to 0799
234 261 4500 to 4599	245 279 1510 to 1599	253 747 6924 to 6999	263 407 7000 to 7099
234 659 4000 to 4199	245 591 1626 to 1799	254 107 8590 to 8599	264 132 9200 to 9299
234 659 8700 to 8999	245 695 0346 to 0399	254 107 8913 to 8999	264 205 4017 to 4099
234 802 1060 to 1199	245 973 2677 to 2699	254 254 4490 to 4499	264 223 9121 to 9199
234 997 1000 to 1599	246 076 7300 to 7399	254 259 8867 to 8899	264 366 7033 to 9499
236 388 4842 to 5099	246 155 4048 to 4099	254 259 8951 to 9099	264 405 9660 to 9699
236 576 9520 to 9599	246 155 5000 to 5499	254 740 8408 to 8445	264 406 1201 to 1299
236 755 8000 to 8099	246 402 6511 to 6599	255 125 5568 to 5599	264 496 5357 to 5399
236 937 5803 to 5999	246 608 6300 to 6399	255 125 8500 to 8599	264 642 5304 to 5399
236 941 5400 to 5499	246 609 9545 to 9799	255 150 5300 to 5399	264 786 2900 to 2999
237 413 7500 to 7599	246 816 2600 to 2699	255 176 5373 to 5399	265 330 0400 to 0599
237 423 4111 to 4199	246 973 1372 to 1399	255 276 0949 to 0999	265 338 9048 to 9099
237 457 5600 to 5699	247 012 0500 to 0599	255 281 2647 to 2699	265 370 8800 to 8999
237 457 5800 to 5899	247 066 9300 to 9399	255 440 4800 to 4899	265 394 0669 to 0691
238 165 7700 to 7799	247 086 4200 to 4299	255 440 4900 to 4999	265 414 3082 to 3199
238 169 7587 to 7599	247 113 5635 to 5699	255 857 4749 to 4799	265 541 8254 to 8299
238 377 4508 to 4599	247 490 1960 to 1999	256 140 5400 to 5499	265 956 3900 to 3999
238 586 3100 to 3299	247 490 2086 to 2099	256 193 5100 to 5159	266 442 2360 to 2399
239 199 0700 to 1099	247 497 4000 to 4099	256 695 0525 to 0599	267 917 1874 to 1999
239 204 9916 to 9999	247 544 0200 to 0214	256 754 0030 to 0099	268 224 1500 to 1699
239 481 4728 to 4799	247 575 4400 to 4499	258 444 7185 to 7199	268 299 0000 to 4999
239 549 7116 to 7499	247 929 6417 to 6799	258 480 2600 to 2899	268 657 2928 to 2999
239 575 2000 to 2199	247 983 1511 to 1899	258 618 0254 to 0299	268 834 6500 to 7999
239 596 4800 to 4999	248 120 4322 to 4399	258 643 2765 to 2774	269 553 1200 to 1299
239 985 7000 to 7499	248 244 7246 to 7299	258 950 5217 to 5299	800 502 3000 to 3999
240 108 6501 to 6599	248 317 7624 to 7699	258 950 5433 to 5499	800 941 7900 to 7999
240 252 6400 to 6899	248 397 2163 to 2199	259 084 1386 to 1399	801 278 3600 to 3999
240 256 2900 to 3199	248 423 4864 to 4899	259 227 0000 to 1499	801 579 6056 to 6098
240 639 3561 to 3599	248 440 7916 to 7971	259 340 0828 to 0999	801 629 1900 to 1999
240 855 7000 to 7099	248 718 7317 to 7399	259 628 0936 to 0999	802 029 5199 to 8999
240 901 5900 to 5999	249 680 4872 to 4899	259 745 1300 to 1499	802 265 0575 to 1999
241 081 9274 to 9299	249 945 6900 to 6999	259 783 7821 to 7899	802 751 1128 to 1299
241 224 7209 to 7299	249 996 6000 to 6099	259 825 5819 to 5899	
241 685 5124 to 5199	249 996 6300 to 6499	259 950 3053 to 3099	

UNITED STATES POSTAL SERVICE

WASHINGTON, D.C. 20260
OFFICIAL BUSINESS

PENALTY FOR PRIVATE
USE TO AVOID PAYMENT
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