



postal bulletin

PB 21302—June 11, 1981—16 Pages

18-Cent Edna St. Vincent Millay Commemorative Stamp

The 18-cent Edna St. Vincent Millay commemorative postage stamp will be placed on sale July 10, 1981, at Austerlitz, New York 12003. Miss Millay, one of America's most popular poets, voiced through her poems the spirit of rebellion and emancipation of the 1920's.

DO NOT SELL BEFORE JULY 11, 1981

Copyright U.S. Postal
Service 1981



Issued in Panes of 50. Collector information will be found on page 3.

Supply. All post offices under the automatic distribution system will receive a supply of this stamp. However, some post offices will receive less than the normal distribution quantities automatically furnished on a 50-subject commemorative. Since the total quantity of this stamp is being distributed automatically, no supplemental requisitions will be honored at the Bureau of Engraving and Printing for item 400.

Post offices requiring additional stamps in less-than-bulk quantities should immediately requisition on a separate Form 17, Stamp Requisition, from their stamp distribution office.—*Customer Services Dept., 6-11-81.*

International Mail—Italy

Effective immediately, the maximum indemnity limit applicable to insured parcel post exchanged between the United States and Italy is \$210.

In Publication 42, *International Mail*, Appendix B, Country Information for Italy, in the Special Services—Parcel Post table, change the Appendix A Fee Table Reference for Insurance to Read: Table 6-2, Col. D.

A future issue of the *INTERNATIONAL MAIL MANUAL* will include this information.—*Rates & Classification Dept., 6-11-81.*

Second-Class Publications Mailing

Effective March 22, 1981, controlled circulation publications were merged with second-class publications. As a result, processing of Form 8-C will not be required after Postal Quarter II, FY 1981. PQ II forms should be processed and sent to the PDC in St. Louis. Unused Forms 8-C are obsolete and should be discarded.

Starting with PQ III, the former controlled circulation matter will be entered for mailing on Form 3541-A, *Statement of Mailing Second Class/Controlled Circulation Publications*, which will be used with Form 3541, *Statement of Mailing Second Class Except Controlled Circulation*, to process all second-class mail matter.

Forms 3541 and 3541-A should be retained at the offices of entry for completion of Form 15-A, *Quarterly Report of Publishers Second-Class Mailings*. Publications entered as second-class/controlled circulation publications on Form 3541-A will be entered under Group 5 on Form 15-A.—*Rates & Classification Dept., 6-11-81.*

International Reply Coupons

All offices having U.S. issued International Reply Coupons should give them the same treatment as other stamp stock items. Excessive stock in stamp credits is addressed in Section D-117b and D-132.511, *Fiscal Handbook F-1, Financial Handbook for Post Offices*. Treat excess U.S. issued International Reply Coupons in stamp credits as outlined in Handbook F-1, 552.11. Saleable stock in excess of demand should be returned from the main stock to the Stamp Distribution Office as outlined in Handbook F-1, 535.9.—*Finance Dept., 6-11-81.*

CONTENTS

	Page	Col.
18-Cent Edna St. Vincent Millay Commemorative Stamp	1	1
1981 Gold Medallion Program	2	2
Awards, Service Dates	11	1
Box Units/Cluster Boxes	6	2
DMM Revisions:		
Cash Reclaimed from Loose or Dead Mail	2	1
Money Order Replacements	2	2
Stamps Purchased by Mistake	2	1
Step 10, Phased Postage Rates	7	1
Domestic Orders	2	1
Federal Records Centers	12	2
FEGLI Claim Forms	6	2
Holiday Service	12	2
International First Flight Cachet	2	2
International Mail—Italy	1	1
International Reply Coupons	1	2
Lobby Display Schedule for June	12	1
Money Orders—U.S. Missing	15	1
Non-Foreign Per Diem Rate Changes	11	1
Postal Appearance Program	5	1
Post Office Changes No. 10	13	1
Rural Routes, Vacant Regular List 81-24	14	1
Second-Class Publications Mailing	1	2
Stamp Poster 81-25	3	1
Travel Home Policy	6	1
Wildlife Habitats Stamp	12	2

DOMESTIC MAIL MANUAL (DMM) REVISIONS

Stamps Purchased by Mistake

DMM 147.12 provides that purchasers' mistakes in buying wrong denomination stamps, stamped envelopes, and postal cards may be corrected if the items are returned for exchange at full value within 48 hours from time of purchase. Effective immediately, this time limitation for exchanging stamps purchased by mistake is removed. Therefore, DMM 147.12 is revised as follows:

.12 Purchaser's Mistake. Mistakes made by purchaser in buying adhesive stamps of the wrong denomination or stamped envelopes or postal cards of the wrong kind, size, or denomination may be corrected by exchanging stamps at full value. Only full panes of stamps, coils of stamps in the original sealed wrappers, full boxes of stamped envelopes, or original sealed packs of postal cards may be exchanged.

Any customer exchanging \$250 or more of such stock must furnish proof of identity (driver's license, military I.D., or other valid identification) and must present the stock for exchange to the postal unit at which his or her mail is delivered. This will allow the clerk exchanging the stock to validate the customer's address. A record of each transaction of \$250 or more will be made, showing name of customer, type of I.D., business firm, address, amount, and denominations exchanged. Any suspicious circumstances should be reported immediately to the local Inspector or Inspector-in-Charge.—*Customer Services Dept., 6-11-81.*

Cash Reclaimed from Loose or Dead Mail

Postal Service policy requires that money orders must be used instead of registered mail for returning funds reclaimed from loose or dead mail when this amounts to \$10 or more. Therefore, effective immediately, DMM 159.45b and 159.553 are revised as follows:

159.45 Identified Articles.

* * * * *

Domestic Orders

False Representation. Enforced by Postmasters at cities listed.

State/city	Name(s) covered
NY, Central Islip 11722	Nature's Harvest, Inc., 95M South Hoffman Lane
IL, Schaumburg, 60194	North American Publications, Homemakers, Homeworkers and Titan, 450 W. Schaumburg Rd., Box 94485
WI, Beloit 53511	North American Publications, Homemakers, Homeworkers, Titan and Kensington Publications, P.O. Box 178, 300 Mill St.

—*Judicial Officer, 6-11-81.*

159.45b. If the article contains \$10 or more in money, convert the cash to a no-fee money order using Form 1096 to support the withdrawal from AIC 624, *Refund of Miscellaneous Non-Postal Revenue*. When returning cash by means of a money order, charge the money order fee as postage due. Use registered mail for returning negotiable or intangible property susceptible of being converted into cash, if the value is \$10 or more. For registered returns, charge the minimum registry fee as postage due.

* * * * *

159.5 Dead Mail.

* * * * *

.553 Opening Letters in Dead Letter Branches. Dead letters are opened at dead letter branches in an attempt to determine the name and address of the sender so that his property may be returned.

Money Order Replacement

The Money Order Division can now process requests for replacement money orders in 30 days instead of 60 days. Form 6401, *Domestic Money Order Inquiry*, will be revised accordingly. Effective immediately, the DOMESTIC MAIL MANUAL (DMM) 941.161(a) is amended to read as follows:

941.16 Money Orders Lost, Damaged or Improperly Endorsed.

.161 Inquiry or Replacement

a. The owner, payee or endorsee can inquire on the status of a money order or get a replacement money order, without charge, by using Form 6401. Customers may file Form 6401 at any time. However, a replacement money order may not be sent until 30 days after the date of issue.

These changes will be included in a future issue of the DMM.—*Rates & Classification Dept., 6-11-81.*

Correction

International First Flight Cachet

Northwest Orient Airlines will begin first flight service from New York, NY, to Kuala Lumpur, Malaysia, on July 29, instead of July 1, 1981, as published in POSTAL BULLETIN 21301 (6-4-81). Philatelic treatment will be provided only by New York City Post Office, United Nations Post Office, and Kennedy International Airport Mail Facility. Covers sent through the United Nations Post Office must bear U.N. (not United States) postage.—*Customer Services Dept., 6-11-81.*

1981 Gold Medallion Program

The Bureau of the Mint has begun shipment of order forms and other material to post offices. Please hold the cartons in storage until instructions for its use are issued in a later POSTAL BULLETIN. None of the material is to be displayed before the program begins.—*Delivery Services Dept., 6-11-81.*



Copyright U.S. Postal Service 1981

Edna St. Vincent Millay Commemorative Stamp

An 18-cent commemorative stamp honoring Edna St. Vincent Millay will be issued July 10 in Austerlitz, New York, where Ms. Millay's farmstead, Steepletop, is located. Both she and her husband, Eugen Boissevain, are buried at Steepletop.

Edna St. Vincent Millay, one of the most popular poets America has produced, began writing verses in her childhood. She gained her reputation in her young adult life by voicing the spirit of rebellion and emancipation of the 1920s. In 1923, she received the Pulitzer Prize for her poem, *The Harp Weaver*. In later years, her poetry revealed an increasing social consciousness. Ms. Millay also wrote short stories, verse plays and translations.

Issue Date: July 10, 1981
 First Day City: Austerlitz, New York
 Designer: Glenora Richards
 New Canaan, Connecticut
 Modeler: Frank J. Waslick
 Engraver: Gary J. Slaght (lettering & numerals)
 Press: Offset/Intaglio
 Colors: Yellow, red, blue, black, orange and gray
 (offset)
 Black (intaglio)
 Image Area: .84 x 1.32 inches or
 21.3 x 33.52 millimeters
 Plate Numbers: Two groups (offset and intaglio)
 Stamps Per Pane: 50
 Selvage: ©U.S. Postal Service
 ®Use Correct ZIP Code
 ®Mr. ZIP

Procedures for ordering first day cancellations are as follows:

Customers are urged to buy stamps and affix them to their own covers. All covers must be addressed on the right side of envelopes at least $\frac{5}{8}$ of an inch up from the bottom. Insert a filler in each envelope and mail them to: "Customer Affixed Envelopes, Postmaster, Austerlitz, NY 12003" by July 25. There is no charge.

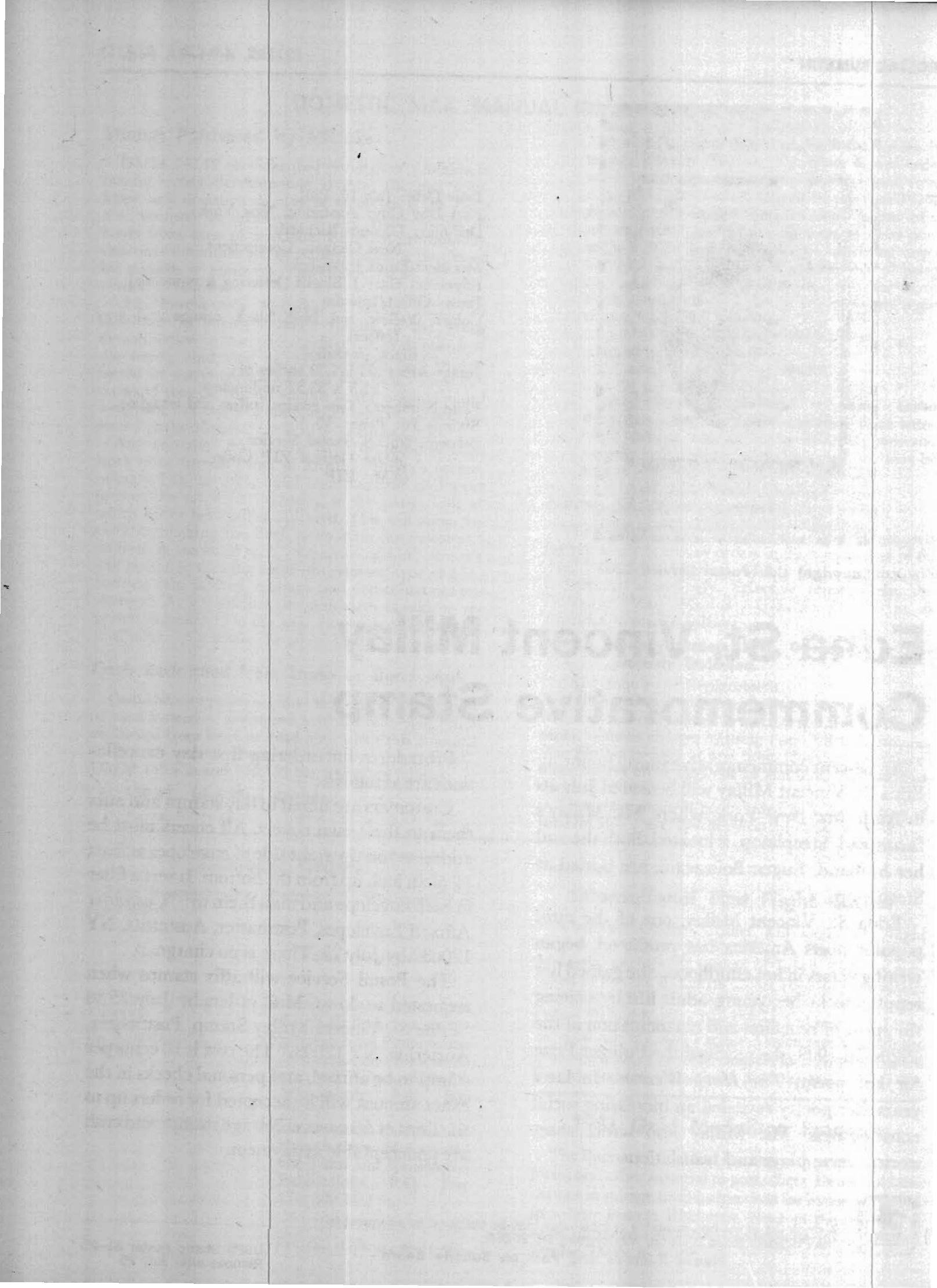
The Postal Service will affix stamps when requested to do so. Mail orders by July 25 to "Edna St. Vincent Millay Stamp, Postmaster, Austerlitz, NY 12003." The cost is 18 cents per stamp to be affixed, and personal checks in the exact amount will be accepted for orders up to the limit of 50 covers. Postage stamps and cash are unacceptable as payment.



A stock list of stamps available at face value may be obtained by a request to the Philatelic Sales Division, Washington, DC 20265.

Please Remove and Post on Bulletin Board

USPS Stamp Poster 81-25
Remove after July 25



POSTAL APPEARANCE PROGRAM

A good postal image is created by a combination of the service we provide our customers, the appearance of our facilities and equipment, and the appearance of all employees.

The Postal Appearance, Awareness, and Action Program is designed to improve the postal image, and maintain that image. The program is continuous and involves every employee of the Postal Service.

The following specific items require our immediate and continuing attention.

Lobby Appearance

The lobby is the part of a postal facility seen by most customers. Therefore, its appearance affects the public's perception of the Postal Service. An attractive, well-organized lobby presents a positive image, conversely, a dirty or cluttered public area gives customers a negative impression of the entire Postal Service.

Whenever possible, place a barrier between the counter and workroom areas to reduce the amount of clutter visible to customers. This barrier also provides a convenient surface for the display of posters.

Managers should evaluate their lobbies from the customer's view and take action to correct deficiencies. Clean floors, walls, and windows are basic to an attractive lobby, as are neat signs, bulletin boards, and promotional displays. A common problem in postal facilities is cluttered, disorganized displays. Signs and posters mounted with visible tape always look sloppy and must be avoided. Use frames or other hangers whenever possible. Keep writing tables, trash receptacles, and outside areas in order.

Check displays regularly to be sure they are current. Many cluttered lobbies would be improved in appearance immediately if the outdated posters were removed. Mandatory and priority displays are listed in Section 221.522 of the *POSTAL OPERATIONS MANUAL* and in Lobby Display Schedules published monthly in the *POSTAL BULLETIN*. Check very carefully any USPS display which is not on either of those lists to be sure that its posting is necessary.

Never use lobbies to store unused equipment such as empty mail sacks and hampers. In addition to being unattractive, they create safety hazards.

Give careful attention to areas of the screenline visible to the public. The window area should be clean and organized with only necessary equipment and supplies on the counters, or nearby. Move everything else out of sight, if the configuration of the facility permits.

Lobby improvement is not a short-term goal. It is an on-going program requiring a full-time commitment from all postal managers, especially those with responsibility for retail facilities. Correct problems as soon as they are identified. Coordinate through the MSC improvements requiring staffing or funds not available locally.

SSPC Appearance

To some of our customers, the nearest Self-Service Postal Center is the local post office. The appearance of our vending equipment is especially important, because use of the equipment is at the customer's discretion. Dirty or faded equipment, covered with hand-written signs, looks unreliable and results in a loss

of customer confidence and use. That means more customers at staffed windows, which contributes to congested lobbies.

Vending equipment installed at main offices is often inspected periodically, but vending equipment in other locations is ignored. Every vending machine must be inspected by a supervisor or manager at least quarterly. Station and branch managers are responsible for reporting any problems with machines located in their facilities.

Pay special attention to the decals and information panels, and replace immediately if they are faded, torn, or vandalized. Commodity machine product displays usually cannot be left in place from one rate change to the next. They begin to fade in six months to a year and should be replaced with fresh displays. Faded envelopes, postal cards, and stamp booklets make vending machines look abandoned, and customers hesitate to put money in them. Empty display windows also discourage customers.

Periodically, repaint vending machine face plates and equipment housings for outdoor units. Bright paint and prompt replacement of burned out light bulbs makes SSPCs more visible and attracts new customers. Customers avoid a dingy SSPC even if it operates well, because it looks unreliable.

Answer telephones connected to SSPCs quickly. The Postal Service's image is not enhanced when a customer has to wait six rings for an answer or receives no answer at all.

Vehicle Maintenance Facility Appearance

Vehicle Maintenance Facilities (VMFs) accumulate significant amounts of junk materials, obsolete parts, broken equipment and wrecked vehicles, which presents a negative image for the Postal Service. The Manager of Fleet Operations or person in charge at the VMF must continually observe the facility and grounds to ensure cleanliness and the timely disposal of waste and junk. Regional, district and local postal officials all share in the responsibility to maintain VMFs.

Postal Vehicles

Postal vehicles are subjected to severe weather, traffic, and road conditions. Due to these conditions, vehicles get dirty, faded, scratched and dented. Body rust attacks the damaged areas and accelerates vehicle deterioration. Dirty and damaged vehicles present a negative image for the Postal Service.

Vehicle deterioration can be controlled through:

- a. Professional driving techniques;
- b. Preventive maintenance and painting;
- c. Vehicle washing program.

Drivers must keep vehicles free of personal items, postal equipment, papers, and trash. Station managers and driver supervisors are responsible for enforcing professional driving techniques.

The Manager, Fleet Operations, is responsible for enforcing preventive maintenance and the timely washing of vehicles.

Regional, district and local postal management are responsible for ensuring operational compliance with published instructions, reference: *Handbooks M-4 Vehicle Maintenance Program Guidelines*, and *M-52, Fleet Management*.

Collection Box Appearance

Many collection boxes show abuse caused by adverse weather conditions and normal wear and tear. Often collection boxes are rusty and in need of paint, schedules are missing or illegible, decals are cracked or peeling, boxes are not anchored properly, etc. Such deficiencies generate customer complaints, and present a negative image for the USPS.

Managers must now ensure that the overall appearance of collection boxes conforms to USPS requirements and standards. Once this is accomplished, keep collection boxes in top condition throughout the year. Each postmaster should designate a delivery manager to coordinate these efforts as an on-going program, giving special attention to change of season. Instruct carriers to report collection boxes with deficiencies on Form 1621, *Carrier's Route Report*, as required. Carriers should also report verbally to management all collection boxes which are in immediate need of attention. Managers should immediately take the necessary action to assure corrective measures.

However, do not rely solely upon carriers and customers to report collection box deficiencies. When engaged in street management, managers should observe collection boxes and record any deficiencies, and take prompt action on return to the office.

Building and Grounds

First impressions are often lasting impressions. Thus, the appearance of the building exterior impresses the

public, whether they use the facility or are merely driving by.

Grounds maintenance—lawn mowing and trimming, hedge and shrubbery trimming, weed control, and trash removal—is an important first step in presenting the proper image of an efficient Postal Service. CAG A-K offices are either staffed to maintain their grounds or may be eligible for a special custodial allowance authorized by the MSC manager. (See Regional Instruction 1022 PM-107, filing 625, for special allowance requirements, distributed to MSCs.)

Responsibility for the physical appearance of the exterior building is outlined in *ADMINISTRATIVE SUPPORT MANUAL* 533.41 for USPS-owned buildings, and 533.42 for leased buildings. Request assistance of the Building Maintenance Engineering Office for problems which cannot be handled at the local level.

Employee Appearance

Customers judge employees and the Postal Service on appearance, as well as on the service performed. Neat and attractive dress projects the image of professionalism which is important to the Postal Service.

Supervisor should be sure that employees wear proper uniforms, and impress upon them the reasons for requiring uniforms and a neat appearance. Non-regulation sweaters and jackets and other deviations from approved attire do not project the best postal image.—*Delivery Services Dept.*, 6-11-81.

M-9 Revision

Travel Home Policy

To clarify USPS policy relative to intermediate travel while on an extended duty assignment, Handbook M-9, *Travel*, 331.26, will be amended to read as follows:

331.26 If an extended duty assignment is involved, the intermediate travel home policy is as follows:

a. When the extended duty or travel assignment is activated, officials approving the expense vouchers may establish their own policies for intermediate travel home. This policy must have the concurrence of the appropriate USPS officer. On this basis, for example, an employee could be authorized to return home on a weekly basis when the return trip results in a lesser cost to the Postal Service than remaining at the temporary duty station.

b. Normally, only a return to the employee's permanent duty station should be authorized. However, if cost factors prove that travel to other areas would be equal or less than to the permanent duty station, the approval may be given. This approval must be in accordance with pre-established policy, approved by the appropriate official in writing, with the concurrence of the USPS Officer before the trip. Cost comparisons must be shown on the travel voucher, and must include the least costly method of transportation normally used, including government rates as provided by a common carrier.

This clarification will be incorporated in a future revision to M-9.—*Finance Dept.*, 6-11-81.

Box Units/Cluster Boxes

Effective PQ II, FY 1981, neighborhood box units/cluster boxes (Property Code Numbers 4404.01 through 4404.13, 4404.20 and 4404.21) are exempt from the minimum capitalization limit and will be expensed regardless of cost. (See Handbook F-43, *Property Code Numbers*, for their descriptions.)

With the above change, property records for units capitalized before PQ II, FY 1981, will be removed from the inventory of affected installations at the end of FY 1981. Beginning FY 1982, depreciation expense on units removed from inventory will be charged to servicewide costs.

Although the property is removed from the inventory records maintained by the St. Louis PDC, installations are reminded that the units are still subject to the local control and reporting procedures prescribed in Handbook AS-701, *Supply Management*.—*Finance Dept.*, 6-11-81.

FEGLI Claim Forms

The area supply centers have received a limited supply of revised life insurance form FE-6, *Claim for Death Benefits*, and new form FE-6DEP, *Statement of Claim—Option C Family Life Insurance*. Requisition these forms from the supply center on Form 7380 during your installation's next scheduled ordering period.

All MSCs will have a small quantity of FE-6 and FE-6DEP, and can furnish them if an installation needs to process a death claim. Destroy old stocks of FE-6.—*Employee Relations Dept.*, 6-11-81.

STEP 10, PHASED POSTAGE RATES

Pursuant to the requirements of the Postal Reorganization Act (Public Law 91-375 as amended by Public Law 93-328; Public Law 94-421), the rates below will be implemented effective at 12:01 a.m., July 6, 1981. These are the only domestic rates affected by the phase-in. All other domestic rates remain the same.

Post offices with second-class entries will receive a shipment of the April 1981 edition of Form 3541, *Statement of Mailing—2nd-Class Pubs Except Controlled Circulation Publications*, before July. The March 1981 edition of Form 3541-A, *Statement of Mailing—Second-Class/Controlled Circulation Publications*, may be used for mailings of controlled circulation publications and copies of other second-class publications which exceed the 10% allowance in DMM 426.1.

ACCEPTANCE OF 3.5-CENT EMBOSSED ENVELOPES AND ENVELOPES BEARING 3.5-CENT PRE-CANCELED STAMPS FOR THIRD-CLASS BULK MAILINGS

Precancel permit holders may have a supply of 3.5-cent precanceled embossed envelopes and 3.5-cent precanceled stamps on hand when the new third-class bulk rates are implemented. These envelopes and stamps may be accepted until October 1, 1981, providing the additional postage is paid as described below.

The difference in postage between the amount on envelopes and the new rates must be paid before the

mailing is accepted. This difference in postage may be paid by affixing a meter impression or meter strip to the individual pieces of mail, or by affixing regular postage stamps or a meter strip, for the total postage difference, rounded to the next higher full cent, to Form 3602-PC, *Statement of Mailing, Bulk Rates*. Weigh room personnel will verify the computations on Form 3602-PC, assure that the proper additional postage is affixed, and cancel the postage stamps (if used).

Postmasters at offices other than the office of origin finding these precanceled stamps or envelopes in the mail stream are to assume that the difference in postage was paid at the time of mailing.

ACCEPTANCE OF BULK THIRD-CLASS MAILINGS WITH POSTAGE PAID BY METER

Bulk mailers may have a supply of envelopes or containers with metered postage affixed at the old rates. These envelopes and containers may be accepted until October 1, 1981, providing they comply with the requirements in DMM 144.473. The required additional postage will be collected following the procedures described above for mailings made with 3.5-cent embossed envelopes.

These rate schedules are numbered and arranged as they will appear in the DOMESTIC MAIL MANUAL (DMM).

CHAPTER 4.—SECOND-CLASS MAIL

410 Rates, Fees, and Charges

411 Rates

411.3 Preferred Rates

.31 General

There are six preferred rates. They are:

- a. In-County
- b. Special Nonprofit
- c. Classroom
- d. Science-of-Agriculture
- e. Limited Circulation
- f. Limited Circulation Science-of-Agriculture

.32 In-County Rates

.321 General Application. In-county rates apply to copies of second-class publications (except commingled nonsubscriber in excess of the 10% allowance, and controlled-circulation) which are to be delivered to addressees within the county of publication if such copies are:

- a. Mailed at the office of original entry; or
- b. Mailed at an office of additional entry within the county of publication.

Note: If the postmaster of an office of entry directs a publisher to deposit copies of the publication at a postal facility serving that office, these copies will be considered as mailed at the office of entry. Copies are subject to in-county rates if they are addressed to destinations within the county and are entered at a post office which serves those addresses, but is located outside the county.

.322 Rates. In-County rates are:

	<i>Cents</i>
Per Pound.....	3.5
Per Piece:	
Level J—Not Presorted to Carrier Route	1.9
Level K—Presorted to Carrier Route—Packages of six or more addressed pieces for carrier route or finer sort destinations.....	1.4

.33 Special Nonprofit Rate

.331 Per Pound Rates. Rates per pound or fraction of a pound:

	<i>Cents</i>
Nonadvertising portion.....	6.8
Advertising portion:	
Zones 1 and 2.....	9.8
Zone 3.....	10.6
Zone 4.....	12.1
Zone 5.....	14.1
Zone 6.....	16.0
Zone 7.....	17.7
Zone 8.....	19.4

Note: The advertising zone rates are applicable to issues in which the advertising portion exceeds 10 percent. Issues containing 10 percent or less advertising will be computed at the nonadvertising rate.

.332 Per Piece Rates. The three per piece rates reflect the level of presort. The sortations that must be accomplished to qualify for these rates are prescribed in 467.

	Cents
<i>Level G—Basic—</i> Pieces not qualifying for <i>Level H—5-Digit</i> or <i>Level I—Carrier</i> (SCF, states, mixed states)	3.6
<i>Level H—5-Digit—</i> Packages of six or more addressed pieces for 5-digit or multi-ZIP Coded City destinations	2.0
<i>Level I—Carrier—</i> Packages of six or more addressed pieces for carrier route or finer sort destinations	1.0

Note: Copies of second-class publications that do not qualify for *Level H—5-Digit* or *Level I—Carrier* must be sorted to the finest extent possible as required by 467.

.34 Classroom

.341 Per Pound Rates. Rates per pound or fraction of a pound:

	Cents
Nonadvertising portion	4.4
Advertising portion:	
Zones 1 and 2	5.8
Zone 3	6.5
Zone 4	8.0
Zone 5	10.1
Zone 6	12.6
Zone 7	14.8
Zone 8	16.9

.342 Per Piece Rate. The per piece rate is 1.9 cents.

.35 Science of Agriculture

.351 General. These rates apply to copies of publications which will be delivered to addressees outside the county where published and entered, and on copies mailed at an office of additional entry located outside the county where published and entered, when the total number of copies furnished during any 12-month period to subscribers residing in rural areas consists of at least 70% of the total number of copies distributed by any means for any purpose.

.352 Per Pound. Rates per pound or fraction of a pound:

	Cents
Nonadvertising portion	10.6
Advertising portion:	
Zones 1 and 2	9.9
Zone 3	15.4
Zone 4	17.7
Zone 5	21.5
Zone 6	25.8
Zone 7	30.1
Zone 8	34.8

.353 Per Piece Rates. The three per piece rates reflect the level of presort for mailings of 5,000 or more copies per issue. The sortations that must be accomplished to qualify for these rates are prescribed in 467.

	Cents
<i>Level A—Basic—</i> Pieces not qualifying for <i>Level B—5-Digit</i> or <i>Level C—Carrier</i> (SCF, states, mixed states)	8.0
<i>Level B—5-Digit—</i> Packages of six or more addressed pieces for 5-digit or multi-ZIP Coded City destinations	6.4
<i>Level C—Carrier—</i> Packages of six or more addressed pieces for carrier route or finer sort destinations	5.4

Note: Copies of second-class publications that do not qualify for *Level B—5-Digit* or *Level C—Carrier* must be sorted to the finest extent possible as provided in 467.

.36 Limited Circulation

.361 General. These rates apply to copies of publications (except commingled nonrequester/non-subscriber in excess of the 10% allowance (see 411.38), controlled-circulation, special nonprofit, classroom, and limited circulation science of agriculture) which will be delivered to addressees outside the county where published and entered, and on copies mailed at an office of additional entry located outside the county where published and entered, when the total number of out-of-county copies is less than 5,000.

.362 Per Pound Rates. Rates per pound or fraction of a pound:

	Cents
Nonadvertising portion	10.6
Advertising portion:	
Zones 1 and 2	14.2
Zone 3	15.4
Zone 4	17.7
Zone 5	21.5
Zone 6	25.8
Zone 7	30.1
Zone 8	34.8

.363 Per Piece Rates. The three per piece rates reflect the level of presort (see 467) for mailings of less than 5,000 out-of-county copies per issue:

	Cents
<i>Level D—Basic—</i> Pieces not qualifying for <i>Level E—5-Digit</i> or <i>Level F—Carrier</i> (SCF, states, mixed states)	3.3
<i>Level E—5-Digit—</i> Packages of six or more addressed pieces for 5-digit or multi-ZIP Coded City destinations	1.7
<i>Level F—Carrier—</i> Packages of six or more addressed pieces for carrier route or finer sort destinations	1.2

Note: Copies of second-class publications that do not qualify for *Level E—5-Digit* or *Level F—Carrier* must be sorted to the finest extent possible as required by 467.

.37 Limited Circulation Science of Agriculture

.371 General. These rates apply to copies of science of agriculture publications which will be delivered to addressees outside the county where published and entered, and on copies mailed at an office of additional entry located outside the county where published and entered, when the total number of out-of-county copies is less than 5,000, and when the total number of copies furnished during any 12-month period to subscribers residing in rural areas consists of at least 70% of the total number of copies distributed by any means for any purpose.

.372 Per Pound Rates. Rates per pound or fraction of a pound:

	Cents
Nonadvertising portion	10.6
Advertising portion:	
Zones 1 and 2	9.9
Zone 3	15.4
Zone 4	17.7
Zone 5	21.5
Zone 6	25.8
Zone 7	30.1
Zone 8	34.8

.373 Per Piece Rates. The three per piece rates reflect the level of presort (see 467) for mailings of less than 5,000 out-of-county copies per issue.

	Cents
Level D—Basic—Pieces not qualifying for Level E—5-Digit or Level F—Carrier (SCF, states, mixed states).....	3.3
Level E—5-Digit—Packages of six or more addressed pieces for 5-Digit or multi-ZIP Coded City destinations.....	1.7
Level F—Carrier—Packages of six or more addressed pieces for carrier route or finer sort destinations.....	1.2

Note: Copies of second-class publications that do not qualify for Level E—5-Digit or Level F—Carrier must be sorted to the finest extent possible as required by 467.

.38 Nonsubscriber Copies Sent at a Preferred Rate

Nonsubscriber copies mailed at any time during the calendar year up to 10 percent of the total weight of copies mailed to subscribers during the calendar year are preferred mail and subject to the preferred mail rates, provided that the nonsubscriber copies would have been preferred mail if mailed to subscribers.

CHAPTER 6.—THIRD-CLASS MAIL

610 Rates and Fees

611 Rates

611.2 Bulk Rates (See Exhibit 611.2 a and b)

BULK THIRD-CLASS

	Regular Rates		Special rates for authorized nonprofit organizations only (see 623)	
	Per pound or fraction	Minimum rate per piece	Per pound or fraction	Minimum rate per piece
Presort level:				
Basic.....	33¢	10.4¢	15.3¢	3.8¢
5-digit.....	33¢ minus 1.6¢ per piece.....	8.8¢	15.3¢ minus 0.9¢ per piece.....	2.9¢
Carrier route.....	33¢ minus 4¢ per piece.....	6.4¢	15.3¢ minus 1.9¢ per piece.....	1.9¢

Exception: When the postage computed at the bulk third-class rate is higher than a fourth-class rate—for which the matter and the mailing could qualify *except* for weight—the fourth-class rate may be paid without the necessity of adding needless additional weight.

For example: A piece which weighs less than 1 pound and which meets all prescribed requirements, other than weight, for fourth-class bound printed matter may be mailed at the fourth-class bound printed matter rate.

All other requirements of bulk third-class remain applicable.

Exhibit 611.2a

BULK THIRD-CLASS

Regular rates:

Presort level:

- Basic
- 5-digit
- Carrier route

Per pound or fraction of a pound:

- 33¢.
- 33¢ minus 1.6¢ per piece.
- 33¢ minus 4.0¢ per piece.

PIECES WHICH ARE EQUAL TO OR WEIGH LESS THAN THE WEIGHTS SHOWN BELOW MUST BE PAID AT PRESCRIBED MINIMUM PER PIECE RATE FOR EACH PRESORT LEVEL

	Minimum rate per piece	Ounces	Pounds	Grams
Basic.....	10.4¢	5.04	0.315	142.9
5-digit.....	8.8¢	5.04	0.315	142.9
Carrier route.....	6.4¢	5.04	0.315	142.9

Exhibit 611.2b (Continued)

SPECIAL RATES FOR AUTHORIZED NONPROFIT ORGANIZATIONS ONLY (SEE 623)

Presort level:	Per pound or fraction of a pound:
Basic	15.3¢.
5-digit	15.3¢ minus 0.9¢ per piece.
Carrier route	15.3¢ minus 1.9¢ per piece.

PIECES WHICH ARE EQUAL TO OR WEIGH LESS THAN THE WEIGHTS SHOWN BELOW MUST BE PAID AT PRESCRIBED MINIMUM PER PIECE RATE FOR EACH PRESORT LEVEL

	Minimum rate per piece	Ounces	Pounds	Grams
Basic.....	3.8¢	3.973	0.248	112.6
5-digit.....	2.9	3.973	0.248	112.6
Carrier route.....	1.9	3.973	0.248	112.6

Exception: When the postage computed at the bulk third-class rate is higher than a fourth-class rate—for which the matter and the mailing could qualify *except* for weight—the fourth-class rate may be paid without the necessity of adding needless additional weight.

For example: A piece which weighs less than 1 pound and which meets all prescribed requirements, other than weight, for fourth-class bound printed matter may be mailed at the fourth-class bound printed matter rate.

All other requirements of bulk third-class remain applicable.

Exhibit 611.2b

CHAPTER 7.—FOURTH-CLASS MAIL

710 Rates and Fees

711 Rates

Kind of mail	Rate (Without regard to zone)		
	First pound or fraction of a pound	Each additional pound or fraction through 7 pounds	Each additional pound or fraction over 7 pounds
Books; printed music; bound volumes of academic theses; sound recordings; periodicals; other library materials; museum and herbarium materials; 16-millimeter or narrower width films, filmstrips, transparencies, slides, microfilms, scientific or mathematical kits, instruments, or other devices; also, catalogs, guides or scripts for some of these materials. See 725.....	25¢	9¢	6¢

Exhibit 711.4.—Library Rates

These changes will be incorporated in a future revision to the DMM.

NON-FOREIGN PER DIEM RATE CHANGES

Changes in per diem rates prescribed for official travel in Alaska, Hawaii, the Commonwealth of Puerto Rico, and possessions of the United States effective April 2, 1981 for Dillingham and April 9, 1981 for all others.

Locality:	Maximum rate
Alaska:	
Adak ¹	\$12. 60
Anaktuvuk Pass	140. 00
Anchorage	72. 00
Barrow	169. 00
Bethel	93. 00
*College	90. 00
*Cordoba	90. 00
Deadhorse	94. 00
*Dillingham	103. 00
Dutch Harbor	82. 00
*Eielson AFB	90. 00
Elmendorf AFB	72. 00
*Fairbanks	90. 00
Ft. Richardson	72. 00
*Ft. Wainwright	90. 00
Juneau	83. 00
*Ketchikan	82. 00
*Kodiak	102. 00
*Kotzebue	97. 00
*Murphy Dome	90. 00
*Noatak	97. 00
*Nome	102. 00
*Noorvik	97. 00
*Petersburg	82. 00
Prudhoe Bay	94. 00
Shemya AFB ¹	11. 00
Shungnak	97. 00
*Sitka-Mt. Edgecombe	82. 00
*Skagway	82. 00
*Spruce Cape	102. 00
*Tanana	102. 00
*Valdez	85. 00
Wainwright	79. 00
*Wrangell	82. 00
Other localities	71. 00
American Samoa	65. 00
Guam, M.I.	60. 00

Locality:	Maximum rate
Hawaii:	
Oahu	70. 00
Other localities	60. 00
Johnston Atoll ²	15. 50
Midway Islands ¹	12. 60
Puerto Rico:	
Bayamon:	
12/16-5/15	102. 00
5/16-12/15	75. 00
Carolina:	
12/16-5/15	102. 00
5/16-12/15	75. 00
Fajardo (incl. Luquillo):	
12/16-5/15	102. 00
5/16-12/15	75. 00
Ft. Buchanan: (Incl. GSA Service Center, Guaynabo):	
12/16-5/15	102. 00
5/16-12/15	75. 00
Ponce (Incl. Ft. Allen NCS)	68. 00
Roosevelt Roads:	
12/16-5/15	102. 00
5/16-12/15	75. 00
Sabana Seca:	
12/16-5/15	102. 00
5/16-12/15	75. 00
San Juan (Incl. San Juan Coast Guard Units):	
12/16-5/15	102. 00
5/16-12/15	75. 00
Other localities	63. 00
Virgin Islands of U.S.:	
12/1-4/30	128. 00
5/1-11/30	74. 00
Wake Island	15. 00
All other localities	20. 00

¹ Commercial facilities are not available. This per diem rate covers charges for meals in available facilities plus an additional allowance for incidental expenses and will be increased by the amount paid for Government quarters by the traveler.

² Commercial facilities are not available. Only Government owned and contractor operated quarters and mess are available at this locality. This per diem rate is the amount necessary to defray the cost of lodging, meal, and incidental expenses.

*Indicates a new locality or change in maximum rate.

—Finance Dept., 6-11-81.

AWARDS, SERVICE DATES

Certificate of Award

A newly designed Certificate of Award for adopted employee suggestions, item number O-1100A, is now available in area supply centers. Installations may order these certificates from their area supply centers on Form 7380, *Requisition for Supplies*, during regular requisitioning cycles. Dispose of old certificates as waste.

Service Recognition Awards

The service recognition program recognizes employees for all federal service, not just their postal service. This includes military service, other federal civilian service (including service with the District of Columbia Government), and Postal Service.

The eligibility reports for 25 and 35 year service pins provided in early April, identified eligible employees by their retirement computation date (RCD), which is based on creditable government service. Creditable service is defined as service that qualifies for retirement credit under the Office of Personnel Management procedures for the Civil Service Retirement Program. Some employees may have service that is not

creditable for civil service retirement purposes but is creditable under the service recognition awards program. Contact your local employment office if you think you are eligible but did not receive a pin. The employment office should verify the employee's total federal civilian and military service and issue pins where warranted.

Service Dates

Quality control reports indicate that many employees have invalid RCDs, such as February 30, April 31, or June 31. In some cases, no RCD has been established. All installations should review and correct any erroneous RCD, including establishing a correct RCD for employees with no date. Do not include service that is not creditable for civil service retirement purposes when establishing new or correcting existing RCD. In cases where RCD dates need to be corrected, a Form 50 must be prepared and forwarded to the appropriate PDC. See Exhibit 611.329a of Handbook P-11, *Personnel*, for instructions on computing the correct RCD.—Employee Relations Dept., 6-11-81.

Lobby Display Schedule for June

Displays in All Post Office Lobbies—All Classified Units

Posters, notices and signs mandatory for display in post office lobbies are listed in the POM 221.522. Other mandatory posters are listed below.

Title	Issued
Poster 74, <i>Packaging Pointers</i>	September 1978.
Poster 75, <i>Your Federal Lawmakers</i>	January 1981.

Rotating Displays—All Classified Units (CAG A-G Offices)

The June schedule of lobby poster displays for post offices with 950 or more revenue units is listed by priority below:

A=first priority, following mandatory displays; B=second priority, etc.

Priority	Title	No.	Post	Remove
A	1980 Mint Set.....	441..	Continuous display.	
A	Stamps & Stories 7th Edition.	440.do.....	
A	Moved Mail.....	37A & B.do.....	

Specialized Program Displays

Using the same priority system, main post offices and classified stations and branches designated to offer specific service or participate in specialized programs will display the following items until notice is given to replace or remove them:

A	Clear plastic Screenline Displays: '79 Mint Set; Collecting Kits; Coral Reef Folder; Women's Mint Set; Stamps & Stories 7th Edition; ZIP Code Directory.			
A	Management Profession.	450	June 12.... July 10.	
A	Wild Life Habitat..	452	June 22.... July 17.	
A	Space Achievement Folder.	451	Continuous display.	
A	Definitive Mint Set.	71do.....	

Remove: The Dollar of The Future and Philatelic Spring Promotion.

—*Delivery Services Dept., 6-11-81.*

Federal Records Centers

Transfer inactive Postal Service records to Federal Records Centers (FRC) in accordance with Administrative Support Manual (ASM) 351.6. This does not include inactive Official Personnel Folders which are transferred to the National Personnel Records Center (NPRC).

Report difficulties encountered while attempting a transfer to an FRC to the USPS Records Office at (202) 245-5568.—*Records Office, 6-11-81.*

Wildlife Habitats Stamp

In the POSTAL BULLETIN 21300 (5-28-81), the announcement concerning the Preservation of Wildlife Habitats commemorative stamps listed an incorrect ZIP Code for Reno, Nevada. Customers sending in self-affixed envelopes for cancellation or ordering first day cancellations should send them to the Postmaster, Reno, NV 89510.—*Customer Service Dept., 6-11-81.*

Holiday Service

The POSTAL OPERATIONS MANUAL (POM) specifies the levels of services to be provided on Fridays when widely observed holidays fall on Saturdays.

In accordance with POM Exhibit 221.24, all normal services are to be provided on Friday, July 3, 1981. The levels of services to be provided on Saturday, July 4 and Sunday, July 5 must follow these guidelines.—*Delivery Services Dept., 6-11-81.*

**PARCEL POST
PACKAGES FOR
CANADA AND
MEXICO, AS WELL
AS OTHER COUN-
TRIES, MUST BEAR
CUSTOMS
DECLARATIONS**

POST OFFICE CHANGES NO. 10

(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=Mailng Restrictions (from Part 128 DMM) apply, NP=Nonpersonnel, NZCD=National ZIP Code and Post Office Directory, P=Postal facility discontinued, name retained for address purposes, Rec.=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
AB	Weather	Madison		I	72773	Delete	6/30/81	PO disc. Change ZIP Code only. Continue address of Weather, AR. (3)
AR	do	do		P	72743	Add	6/30/81	
AZ	Fairbanks	Central		I	85413	Delete	7/1/81	Amend PB 21339 to correct county name shown.
AZ	do	Cochise		P	85421	Add	7/1/81	
CA	San Francisco	San Francisco	APO 94322	B	94322	Delete	2/22/81	APO disc. FPO estab.
CA	do	do	FPO 94321	B	94321	Add	8/15/81	
FL	Fort Landerdale	Broward	Wilton Manors	B	33005	Delete	1/12/81	S ZIP Code changed.
FL	do	do	do	B	33024	Add	1/12/81	
FL	Fort Landerdale	Broward	Cooper City	B	33029	Delete	1/12/81	B disc. Retain ZIP Code. (3)
FL	Haines City	Polk	Greendale	CPO	33844	Add	5/18/81	
FL	Miami	Dade	Little Havana	S	33126	Delete	1/19/81	S ZIP Code changed.
FL	do	do	do	S	33126	Add	1/19/81	
FL	do	do	Plaza Venetia	S	33132	Add	1/19/81	S estab. (2)
FL	do	do	North Bay Village	B	33141	Add	1/19/81	
FL	do	do	Bay Vista	B	33151	Add	1/19/81	B estab. (2)
FL	do	do	University of Miami	B	33124	Delete	1/19/81	
FL	do	do	University	B	33124	Add	1/19/81	B name changed. No change to ZIP Code.
FL	Pompano Beach	Broward	Copans Road	B	33064	Add	1/12/81	
FL	South Bay	Palm Beach		I	33408	Add	12/1/80	C estab.
KY	Morganstown	Butler	Logansport	S	42258	Delete	5/1/81	S and ZIP Code disc. (1)
KY	Columbia	Adair	Sparksville	S	42778	Delete	5/1/81	
MA	Worcester	Worcester	Cherry Valley	B	01411	Delete	4/11/81	B conv. to Bx. Retain ZIP Code.
MA	do	do	do	Bx	01411	Add	4/11/81	
MS	Brazil	Tallahatchie		I	39066	Delete	7/10/81	PO disc. Change ZIP Code only. Continue address of Brazil, MS. (3)
MS	do	do		P	39068	Add	7/10/81	
NM	Las Cruces	Dona Ana	Santa Teresa	CPO	88008	Add	4-30-81	CPO and ZIP Code estab. (2)
NY	Fultonville	Montgomery	Randall	CPO	12142	Delete	8-1-81	CPO and ZIP Code disc. (1)
NY	New York	New York	APO 09712	B	09712	Add	5-10-81	
NY	Syracuse	Onondaga	Veterans Hosp.	S	13210	Delete	6-1-81	
OK	Mason	Oklfuskee		I	74258	Delete	6-28-81	PO disc. Change ZIP Code only. Continue address of Mason, OK.
OK	do	do		P	74389	Add	6-28-81	
PA	Scranton	Lackawanna	Mooste	S	18507	Add	4-29-81	S estab. (2)
SC	Clemson	Pickens	Clemson University	Bx	29631	Delete	7-1-81	Bx disc. (1)
SC	Hemingway	Williamsburg	Stockey	CPO	29654	Delete	8-16-81	
TX	Frankel City	Andrews		I	79737	Delete	7-10-81	PO disc. Change ZIP Code only. Continue address of Frankel City, TX. (3)
TX	do	do		P	79714	Add	7-10-81	
VT	South Wallingford	Rutland		I	05771	Delete	6/12/81	PO disc. Change ZIP Code only. Continue address of South Wallingford, VT (1)
VT	do	do		P	05772	Add	6/12/81	
VA	Richmond	IC	Bellevue ¹	Bx	23227	Delete	5/1/81	Bx conv. to Bx and county location changed.
VA	do	IC	do	Bx	23227	Add	5/1/81	
VA	do	IC	Stratford Hills ²	B	23225	Delete	5/1/81	B conv. to S and county location changed.
VA	do	IC	do	S	23225	Add	5/1/81	
VA	do	IC	Broad Rock ²	B	23224	Delete	5/1/81	B conv. to S and county location changed.
VA	do	IC	do	S	23224	Add	5/1/81	

¹ Branch is located in Henrico County.
² Stations are located in Independent City.

VACANT REGULAR RURAL ROUTES LIST 81-24

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						New Jersey	Asbury	08902	01	40:17 (40H)	29.42
Indiana	Mitchell	47446	04	43:43 (44H)	92.80	do	do	08902	02	35:20 (35H)	44.51
	Brook	47922	01	45:58 (46H)	82.19	SOUTHERN REGION					
Kentucky	Lexington	40511	01	37:31 (38S)	67.40	Alabama	Dothan	36801	10	49:50 (44H)	22.80
do	do	40511	02	41:50 (42H)	42.95	Florida	Kissimmee	32741	10	39:47 (40S)	58.00
do	do	40511	10	41:50 (42H)	64.28	do	Brooksville	33512	27	35:32 (36H)	8.90
Michigan	Manvelona	49437	08	38:00 (38S)	44.80	do	do	33512	29	35:23 (36S)	22.31
	Kalkaska	49646	04	35:15 (35S)	50.70	do	Dade City	33525	08	45:44 (46H)	66.80
Minnesota	Houston	55943	01	44:15 (44H)	94.40	do	Lutz	33540	17	36:24 (36H)	18.40
	Preston	55985	01	41:48 (42H)	77.80	do	do	33540	18	39:51 (40H)	24.25
Missouri	Bevier	65582	01	35:48 (36S)	84.20	do	New Port Richey	33552	20	39:40 (40H)	18.85
						do	do	33552	21	39:28 (39S)	41.70
Nebraska	Omaha	68108	11	45:09 (45H)	20.15	do	do	33552	22	45:49 (42J)	20.00
do	do	68108	82	31:22 (32S)	52.50	do	do	33552	23	37:43 (38H)	23.99
do	do	68108	86	38:30 (39H)	24.20	do	Oldsmar	33557	03	35:18 (35S)	18.18
	North Platte	68191	03	39:12 (39S)	69.45	do	Palmetto	33561	05	30:01 (30H)	28.15
Ohio	Wauseon	43567	01	37:41 (38S)	58.50	do	Seffner	33564	08	39:32 (40H)	22.80
	Stockport	43787	08	37:30 (38S)	32.70	do	do	33564	09	42:15 (42H)	17.15
	Shelby	44875	04	43:35 (44H)	30.80	Louisiana	Maurice	70555	02	35:24 (35S)	40.89
South Dakota	Milbank	57252	02	42:58 (43S)	106.65	do	Dequincy	70633	01	49:14 (45J)	87.95
Wisconsin	Fall Creek	54742	02	42:51 (43H)	79.10	North Carolina	Clyde	28721	01	45:04 (41J)	58.00
	Superior	54880	01	46:00 (46K)	95.80	do	do	28721	02	43:13 (43H)	48.00
EASTERN REGION						Oklahoma	Norman	73069	07	48:12 (40K)	23.15
New York	Cuba	14727	02	43:53 (44H)	62.55	do	Stratford	74872	01	44:53 (45H)	102.20
	Horseheads	14837	03	43:56 (44H)	86.55	Texas	Paris	75480	06	44:30 (41J)	32.10
Pennsylvania	Canton	17724	01	49:22 (45J)	62.50	do	Burleson	78028	07	39:41 (40H)	35.35
	Glenmore	19943	01	47:12 (48H)	48.20	do	do	78028	08	39:17 (39H)	28.75
	Mount Pleasant	15686	03	44:48 (41J)	45.95	do	Missouri City	77459	21	35:23 (36H)	14.40
	Noxen	18636	01	32:50 (33S)	42.00	do	Alta Loma	77510	02	55:06 (46K)	45.05
Virginia	Mc Galeysville	22848	01	54:56 (46K)	52.60	do	Galveston	77550	01	52:53 (44K)	47.30
West Virginia	Gay	26344	01	28:54 (24S)	59.80	do	Orange	77630	01	42:43 (43H)	61.65
	Walsburg	26070	02	43:30 (42J)	72.00	do	do	77630	04	39:23 (39S)	59.80
						do	do	77630	05	39:25 (39S)	37.25
NORTHEAST REGION						do	Gonzales	78629	04	45:42 (46H)	106.65
Massachusetts	Haver Hill	01830	08	55:08 (46K)	42.79	do	do	78629	01	37:08 (37S)	67.70
	West Wareham	02578	02	39:40 (40H)	10.45	WESTERN REGION					
						Washington	Eatonville	98228	01	48:45 (45J)	57.60

*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".

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 21301 listing. B. Old Style. (Gray). C. Counterfeit. The listing from PB 21240 remains valid for both B. and C.

213 578 4229 to 4399	242 591 4500 to 4699	251 964 6056 to 6199	261 002 6451 to 6499
217 210 7100 to 7299	242 605 0000 to 0999	251 997 2913 to 2999	261 052 5271 to 5299
217 288 7000 to 0024	242 621 8314 to 8399	252 171 2041 to 2056	261 175 6200 to 6299
217 667 3400 to 3599	242 816 1337 to 1399	252 235 4400 to 4499	261 459 5800 to 5899
219 726 9924 to 9999	243 112 4109 to 4120	252 235 4581 to 4899	261 459 6722 to 6799
224 206 6400 to 6491	243 228 7200 to 7499	252 238 2299 to 2399	261 533 2067 to 2299
225 712 0000 to 0999	243 766 6730 to 6799	252 432 6988 to 6999	261 935 6500 to 6599
225 767 2000 to 2299	243 805 0000 to 0299	252 891 1159 to 1199	261 954 6334 to 6399
227 097 4600 to 4699	243 906 7800 to 8199	253 175 2670 to 2699	261 965 4168 to 4199
229 346 9900 to 9999	244 299 2000 to 2199	253 192 7311 to 7399	262 604 1515 to 1599
229 350 0600 to 0699	244 366 8800 to 8899	253 293 5931 to 5940	262 931 7066 to 7076
229 434 3500 to 3599	244 381 3024 to 3099	253 446 4033 to 4099	262 949 9200 to 9299
229 531 9700 to 9899	244 525 0719 to 0799	253 547 6013 to 6049	262 963 4912 to 4999
229 576 1800 to 1899	244 657 7700 to 7899	253 547 6054 to 6099	263 129 6984 to 6999
230 826 8683 to 8799	244 678 2333 to 2499	253 747 6924 to 6999	263 146 1837 to 1849
231 147 0883 to 1499	244 743 7100 to 7399	254 107 8590 to 8599	263 323 0768 to 0799
232 295 7249 to 7599	244 743 7100 to 7399	254 107 8913 to 8999	263 407 7000 to 7099
232 665 0292 to 0399	244 895 5575 to 5599	254 254 4490 to 4499	264 132 9200 to 9299
233 262 7907 to 7999	245 103 9300 to 9399	254 259 8867 to 8899	264 205 4017 to 4099
233 516 6100 to 6199	245 103 9400 to 9499	254 259 8951 to 9099	264 223 9121 to 9199
234 031 6456 to 6999	245 118 6754 to 6768	254 259 8951 to 9099	264 223 9121 to 9199
234 261 4500 to 4599	245 279 1420 to 1448	254 740 8408 to 8445	264 366 7033 to 9499
234 659 4000 to 4199	245 279 1510 to 1599	255 125 8500 to 8599	264 405 9660 to 9699
234 659 8700 to 8999	245 591 1626 to 1799	255 176 5373 to 5399	264 406 1201 to 1299
234 802 1060 to 1199	245 695 0346 to 0399	255 276 0949 to 0999	264 496 5357 to 5399
234 997 1000 to 1599	245 973 2677 to 2699	255 281 2647 to 2699	264 499 2334 to 2349
236 388 4842 to 5099	246 076 7300 to 7399	255 440 4800 to 4899	264 642 5304 to 5399
236 576 9520 to 9599	246 155 4048 to 4099	255 440 4900 to 4999	264 786 2900 to 2999
236 755 8000 to 8099	246 155 5000 to 5499	255 857 4749 to 4799	265 151 4134 to 4199
236 937 5803 to 5999	246 402 6511 to 6599	256 140 5400 to 5499	265 330 0400 to 0599
236 941 5400 to 5499	246 608 6300 to 6399	256 193 5100 to 5159	265 338 9048 to 9099
237 413 7500 to 7599	246 609 9545 to 9799	256 695 0525 to 0599	265 370 8800 to 8999
237 423 4111 to 4199	246 816 2600 to 2699	256 754 0030 to 0099	265 387 1531 to 1599
237 457 5600 to 5699	246 816 2600 to 2699	257 157 2164 to 2499	265 394 0669 to 0691
237 457 5800 to 5899	246 973 1372 to 1399	257 405 2600 to 2899	265 541 8254 to 8299
238 165 7700 to 7799	247 012 0500 to 0599	257 474 8312 to 8399	265 956 3900 to 3999
238 169 7587 to 7599	247 066 9300 to 9399	258 444 7185 to 7199	266 369 4447 to 4499
238 377 4508 to 4599	247 086 4200 to 4299	258 480 2600 to 2899	266 399 5845 to 5899
238 586 3100 to 3299	247 113 5635 to 5699	258 618 0254 to 0299	266 442 2360 to 2399
239 199 0700 to 1099	247 490 1960 to 1999	258 643 2765 to 2774	266 775 2669 to 2699
239 204 9916 to 9999	247 490 2086 to 2099	258 950 5217 to 5299	267 917 1874 to 1999
239 481 4728 to 4799	247 497 4000 to 4099	258 950 5433 to 5499	268 202 3665 to 3699
239 549 7116 to 7499	247 544 0200 to 0214	259 084 1386 to 1399	268 224 1500 to 1699
239 575 2000 to 2199	247 575 4400 to 4499	259 227 0000 to 1499	268 299 0000 to 4999
239 596 4800 to 4999	247 983 1511 to 1899	259 340 0828 to 0999	268 657 2928 to 2999
239 985 7000 to 7499	248 120 4322 to 4399	259 628 0936 to 0999	268 834 6500 to 7999
240 108 6501 to 6599	248 244 7246 to 7299	259 745 1300 to 1499	269 414 2084 to 2099
240 252 6400 to 6899	248 317 7624 to 7699	259 783 7821 to 7899	269 553 1200 to 1299
240 256 2900 to 3199	248 397 2163 to 2199	259 825 5819 to 5899	269 821 1147 to 1199
240 639 3561 to 3599	248 423 4864 to 4899	259 950 3053 to 3099	269 960 4957 to 4999
240 855 7000 to 7099	248 440 7916 to 7971	259 950 3300 to 3499	270 233 5700 to 5799
240 901 5900 to 5999	248 718 7317 to 7399	260 039 2699 to 2999	270 500 0040 to 0099
241 081 9274 to 9299	249 680 4872 to 4899	260 144 7415 to 7499	272 059 8000 to 8199
241 224 7209 to 7299	249 845 6900 to 6999	260 198 2856 to 2898	272 060 0800 to 0999
241 685 5124 to 5199	249 945 6000 to 6099	260 229 5638 to 5699	801 579 6056 to 6098
241 694 1800 to 1899	249 996 6300 to 6499	260 324 9000 to 9099	801 629 1900 to 1999
241 902 2600 to 2799	250 565 7029 to 7040	260 479 3500 to 3599	802 029 5199 to 8999
242 021 2262 to 2499	250 919 5218 to 5299	260 743 5000 to 5099	802 265 0575 to 1999
	250 951 4340 to 4363	260 894 8061 to 8099	802 751 1128 to 1299
	250 991 9778 to 9799		
	251 518 6281 to 6399		

UNITED STATES POSTAL SERVICE

WASHINGTON, D.C. 20260

OFFICIAL BUSINESS

PENALTY FOR PRIVATE
USE TO AVOID PAYMENT
OF POSTAGE, \$300



FIRST CLASS

Schedule

The **POSTAL BULLETIN** is published every Thursday by the Directives and Forms Division of the U.S. Postal Service, Washington, DC 20260.

Distribution

The Postal Service distributes the **POSTAL BULLETIN** to all postal facilities. The Government Printing Office distributes copies to all public subscribers.

Effective Period

POSTAL BULLETIN articles are effective for six months unless otherwise specified.

Index

A quarterly index of **BULLETIN** articles appears early in the months of January, April, July, and October.

USPS Requisitions

One-time copies:

Send Form 7380 to the Eastern Area Supply Center.

Quantity Changes:

Send Form 1286 to your Regional Administration Branch, giving justification.

Address Changes:

Send Form 1286 to your Regional Administration Branch.

Public Sale

Superintendent of Documents
U.S. Government Printing
Office

Washington, DC 20402

Single copy: \$1.25; \$1.60 foreign

Annual Subscription: \$50.00;
\$62.50 for foreign mailing

Address Changes for Public:

Superintendent of Documents
U.S. Government Printing
Office

Washington, DC 20402