



postal bulletin

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Message From the Postmaster General

World Post Day

World Post Day, October 9, 1989, commemorating the founding of the Universal Postal Union (UPU), has a special meaning for us this year as we prepare to host the organization's 20th Universal Postal Congress.

The U.S. Postal Service is pleased to join the other 169 member postal administrations in saluting 115 years of monumental achievements by the UPU. Today, thanks to the present international postal network embodied by the member nations of the UPU, the world enjoys an efficient and effective postal system.

The observance of World Post Day brings into sharper focus the challenge of sustaining and advancing the commitment of so many nations of diverse size, economies, and traditions to make the system work. It is a day for all postal administrations to re-dedicate themselves to that mission.

It is also a day to recall the major contribution the U.S. Postal Service has made in meeting the needs of mailers in every part of the world for more than a century. As a leader in international mail, it is fitting that the U.S. Postal Service will host the Universal Postal Congress in Washington, DC, November 13 through December 14, 1989. It marks the first time the event has been held in this country since 1897, and provides us with an opportunity to help formulate the rules by which mail will be exchanged among nations for the next 5 years.

I commend all Postal Service employees for the vital roles they have played in the furthering of international commerce and communication. And I call upon you on World Post Day to continue those efforts as international mail grows in importance as an instrument to facilitate business and promote peace and understanding around the globe.

ANTHONY M. FRANK,
Postmaster General.

World Post Day—October 9

Postmasters and managers of CAG A-L post offices, classified stations, and branches will receive a full-color poster commemorating World Post Day, which postal administrations throughout the world will observe on October 9, 1989. The poster will be mailed the week of September 18.

With the theme, *Postal Service—Always and Everywhere*, the poster is designed to highlight the far-reaching impact of the international mail system. At the same time, it will spotlight the 20th Universal Postal Union Congress to be held in Washington, DC, from November 13 to December 14, 1989 (please see the message from the Postmaster General on this page).

Upon receipt, postmasters and managers should display the poster in postal lobbies in accordance with **POSTAL OPERATIONS MANUAL 221.525**. Remove this item from display by October 16, 1989.—*International Postal Affairs Dept., 9-21-89.*

DMM Notice

Revenue Deficiencies

Effective with **DOMESTIC MAIL MANUAL (DMM) Issue 33, 12-17-89**, section 148.2 is revised to recognize that, in addition to a General Manager, Rates and Classification Center, any general manager of a division in the Office of Classification and Rates Administration may assess a revenue deficiency.—*Rates and Classification Dept., 9-21-89.*

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DIRECTIVES UPDATE

This update lists all new, revised, and obsolete directives since POSTAL BULLETIN 21740, August 31, 1989. See Publication 223 for ordering instructions. The revised list shows the oldest usable date; the new list indicates if the new directive rescinds another; and the obsolete list indicates if and by what the directive was replaced.

New Directives

Document and date	Title
HBK AS-707F, 07-89	Contracting for Contract Postal Units
HBK PO-140, 06-89	Business Reply Mail Accounting System
HBK PO-422, 07-89	Mail Processing Operating Plans for BMCs and ASFs
HBK PO-514, 06-89	Express Mail Military Service
MI EL-350-89-04, 08-24-89	FY 1989 PCES Performance Evaluations (replaces MI EL-350-88-6, 08-16-88)
PUB 404-C, 09-89	EAS Applicant Information

Revised Directives

Document and date	Title	Oldest usable date
HBK EL-907, 01-19-88	Agreement Between USPS and APWU Covering Headquarters Operating Services Division and Facilities Services Section, Merrifield, Virginia (01-19-88-11-20-90).	01-19-88
HBK F-46, TL7, 09-89	In-Office Cost Sampling System—Mail Identification Examples.	09-89

Revised Directives—Continued

Document and date	Title	Oldest usable date
HBK F-55, 09-89	Carrier Cost System: City Carrier Route Test Instructions (use 09-88 edition until FY '89 ends).	09-88
HBK F-56, 09-89	Carrier Cost System: Rural Carrier Route Test Instructions (use 09-88 edition until FY '89 ends).	09-88
NOT 25, 06-89	Postal Accounting Period Planning Schedule, Postal Fiscal Year 1990.	06-89
NOT 231, 06-89	Free Loan Films.....	06-89
POS 19, 08-89	Mail Early—Military and International Mail.	08-89
PUB 223, 07-89	Directives and Forms Catalog..	07-89

Obsolete Directives

Document and date	Title	Obsolete date
HBK PO-511, 03-84	Driver Screening Control System User's Guide (replaced by St. Louis PDC computer printout).	08-21-89
MI EL-350-88-6, 08-16-88	FY 1988 PCES Performance Evaluations (replaced by MI EL-350-89-4, 08-24-89).	08-25-89
POS 2, 10-85	Christmas Mail Early (not replaced).	08-29-89
POS 2-A, 10-85	Christmas Mail Early (not replaced).	08-29-89

Note: It is important to order items with the type of identification used by the materiel distribution center computers. HBK represents Handbook; LAB, Label; MI, Management Instruction; NOT, Notice; POS, Poster; PUB, Publication; RI, Regional Instruction; SGN, Sign; TAG, Tag.

—Office of Information Services, 9-21-89.

IT IS NEVER TOO LATE

★ TO JOIN THE TEAM ★

BUY U.S. SAVINGS BONDS

1989 CHRISTMAS SPECIAL ISSUE STAMPS

The 1989 25-cent Christmas stamps go on sale October 19. The contemporary stamp, featuring a sleigh filled with brightly wrapped packages, will be issued in Westport, Connecticut. The traditional stamp, featuring a Madonna and Child by Carracci, will be issued in Washington, DC. This year's Christmas stamps also were produced in booklets of 20.

Do Not Place on Sale Before October 20, 1989



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Issued in panes of 50.

A future issue will include collector information.

Supply. All post offices will receive four automatic distributions, two for each issue (Sleigh, *Item 5540*, Madonna and Child, *Item 5541*).

	Stamp distribution offices	All other post offices
Sleigh: 1st shipment	Two times the standard quantity furnished on a 50-subject commemorative stamp.	Two times the standard quantity furnished on a 50-subject commemorative stamp.
2nd shipment.....	Three times the standard quantity furnished on a 50-subject commemorative stamp.	Three times the standard quantity furnished on a 50-subject commemorative stamp.

Bulk Quantities. Because a private contractor printed the Sleigh Christmas stamp, the Bureau of Engraving and Printing will not honor supplemental requisitions. Stamp distribution offices (SDOs) requiring additional quantities of the Sleigh Christmas issue must order from their regional accountable paper depositories using Form 17-A, *Accountable Items Requisition From Stamp Distribution Offices*. All other post offices must order from their SDOs using Form 17-A.

	Stamp distribution offices	All other post offices
Madonna: 1st shipment	Two times the standard quantity furnished on a 50-subject commemorative stamp.	Two times the standard quantity furnished on a 50-subject commemorative stamp.
2nd shipment.....	Two times the standard quantity furnished on a 50-subject commemorative stamp.	Two times the standard quantity furnished on a 50-subject commemorative stamp.

Bulk Quantities. CAG A-G post offices requiring 25,000 or more additional stamps should immediately submit Form 3356, *Stamp Requisition—Bulk Quantities*, to the Bureau of Engraving and Printing. They must submit requisitions in the following ordering quantities: 25,000, 50,000, 75,000, 100,000, 150,000—continuing with multiples of 150,000 to the maximum quantity of 5,100,000 stamps. The Bureau will hold requisitions for additional bulk quantities of Christmas stamps until the automatic distributions are completed.

Less-Than-Bulk Quantities. All other post offices requiring less-than-bulk quantities should immediately requisition them from their designated SDO on a separate Form 17-A.

The first set of printouts and invoices received by SDOs for initial shipment will be dated October 16, and the second set, November 13, 1989.

These two Christmas issues are the same size as the 1988 Christmas stamps. *While each pane of these Christmas stamps will contain 50 stamps, the new size necessitated the stamps being packaged in cartons of 150,000 stamps rather than the normal 125,000 stamps per carton for commemorative issues.*

The printing format (300 stamps per uncut press sheet) also results in six panes of 50 stamps rather than the customary four panes of 50. *Accordingly, post offices with authorized philatelic centers also will receive a single shipment of six-position stock rather than four-position stock of each Christmas issue.*

—Philatelic and Retail Services Dept., 9-21-89.

FORMS UPDATE

This update lists all new, revised, and obsolete forms since POSTAL BULLETIN 21739, August 24, 1989. Forms are categorized as new, revised, or obsolete, and are listed in order by number within each category. In the revised category, the third column indicates the date of the oldest issue that may still be used. When only the current issue may be used, the revised issue date is listed. The obsolete category also shows if and by what the form was replaced.

New Forms

Form number and date	Title
PS 2603-S, 07-89	TRACS 3S—Surface
PS 3639, 08-89	Mailer's Running Summary—Optional Procedure
PS 8041-X, 08-89	Maintenance Work Order Request
PS 8042-X, 08-89	Employee Daily Travel Card
PS 8043-X, 08-89	Equipment Downtime Log
PS 8044-X, 08-89	Employee Daily Activity Card
PS 8045-X, 08-89	Reactive Maintenance Call Register

Revised Forms

Form number and date	Title	Oldest usable date
CA 35-A, 08-88	Evidence Required in Support of a Claim for Occupational Diseases.	08-85

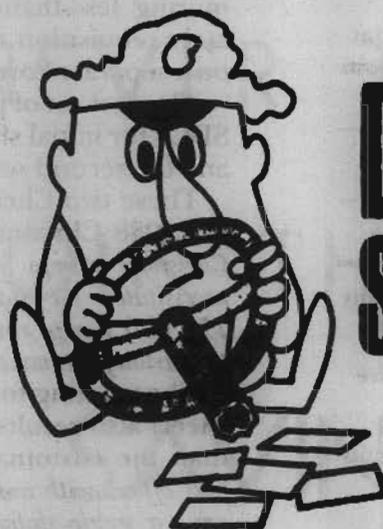
Revised Forms—Continued

Form number and date	Title	Oldest usable date
PS 1190, 09-89	Request for Systems Analysis/Programming Services.	07-89
PS 2866, 06-89	Presort Verification Record.....	06-89
PS 3101, 08-89	Registered Receipt for Outgoing Mail.	12-86
PS 3404, 02-89	Request for Data.....	03-87
PS 3541-A, 05-89	Statement of Mailing—Second-Class/Requester Publications.	04-88
PS 4597, 06-89	Issuance of Tool Kit—Auto Mechanic.	09-87
PS 4905, 06-89	Building Operation and Maintenance Evaluation.	06-86
PS 5949, 08-89	Evaluation of PCES Performance in FY 1989.	08-89
PS 5949-A, 08-89	PCES Performance Objectives for FY 1990.	08-89
PS 5955, 08-89	PCES Performance Award for FY 1989 Performance.	08-89
PS 7530, 06-89	Case Activity Report—Internal Crimes.	06-88
PS 7531, 06-89	Case Activity Report—External Crimes.	06-88
SF 2818, 01-89	Continuation of Life Insurance Coverage.	01-89

Obsolete Forms

Form number and date	Title	Obsolete date
PS 4597-A, 09-83	Issuance and Inventory of Supplemental Metric Tool Kit—Auto Mechanic (replaced by PS 4597, 06-89).	09-12-89

—Office of Information Services, 9-21-89.



Don't Speed

25-Cent AMERICA Commemorative Stamp

The 25-cent AMERICA commemorative stamp goes on sale October 12 in San Juan, Puerto Rico. The stamp commemorates the 500th anniversary of the discovery of America. Joining the U.S. Postal Service in celebrating the anniversary are the postal administrations from the 23-member nations of the Postal Union of the Americas and Spain (PUAS). A 45-cent airmail stamp also will be issued in conjunction with the commemorative stamp. Issued on Columbus Day around the world, these first issues in the AMERICA Series mark the beginning of a 4-year philatelic celebration.

Do Not Place On Sale Before October 13, 1989



Copyright U.S. Postal Service 1989

Issued in panes of 50.

A future issue will include collector information.

Supply. All post offices will receive their standard automatic distribution quantities for a 50-subject commemorative stamp. *Because a private contractor printed this issue, the Bureau of Engraving and Printing will not honor supplemental requisitions for Item 4469.*

Regional accountable paper depositories (RAPDs) will receive limited quantities of this stamp for filling supplemental orders. Stamp distribution offices (SDOs) requiring additional stamps should order them from the RAPDs using separate Forms 17-A, *Accountable Items Requisition From Stamp Distribution Office*. All other post offices requiring additional stamps should immediately requisition them from their SDOs on separate Forms 17-A.

Before requisitioning additional stock, post offices should consider that they must deplete the stock before December 13, 1989, except at authorized philatelic centers.

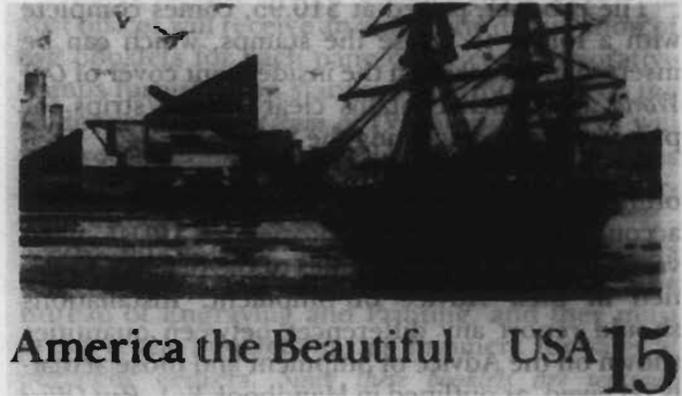
—*Philatelic and Retail Services Dept., 9-21-89.*

15-Cent America the Beautiful Postal Card

The 15-cent Baltimore City regular postal card goes on sale October 7 in Baltimore, Maryland. Baltimore's popular Inner Harbor is the focal point for the postal card. Baltimore is the second of four cities to be honored on America the Beautiful Series postal cards. New York and Washington, DC, will be featured on separate cards to be issued this November during WORLD STAMP EXPO '89. The cities represent places of interest that might easily be visited by delegates to the 20th Universal Postal Union Congress convening in our nation's capital in November and December.

This card is the eighth in the America the Beautiful Series, which has honored the Prairie, Desert, Wetlands, Mountains, Seashore, Woodlands, and the city of Philadelphia.

Do Not Place on Sale Before October 8, 1989



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Collector information is on page 11.

Supply. Post offices with authorized philatelic centers will receive an automatic distribution. All other post offices should order sufficient quantities of this postal card to meet anticipated local philatelic demand. However, *limited* quantities will be available.

CAG A-G post offices requiring bulk quantities of this card should immediately submit Form 3216, *Requisition for Postal Cards—Bulk Quantities*, to the Government Printing Office using *Item 2227*.

All other post offices requiring this card should immediately order from their stamp distribution office on a separate Form 17-A, *Accountable Items Requisition From Stamp Distribution Office*.

—*Philatelic and Retail Services Dept., 9-21-89.*

**Expedite Service—
Save Money—Process
Mailbags Frequently**

Our World: International Images of Nature

Our World: International Images of Nature, Item No. 8822, will go on sale October 9 at all philatelic centers, most post offices that normally sell philatelic products, and by mail order.

All CAG A-L offices and their classified stations and branches will receive a colorful poster by late October to promote *Our World*, as well as the 16th edition of *The Postal Service Guide to U.S. Stamps*, the *1989 U.S. Commemorative Mint Set*, the *Wildlife Mint Set*, and *Folk Art & Crafts: An American Collection*.

Our World is designed to promote stamp collecting internationally by including a variety of stamps from around the world that focus on an important topic. Enhanced by 30 beautiful stamps from far-flung regions, informative text in four languages, and magnificent photographs, this attractive 16-page book captures the essence of vital creatures and climates from several countries.

The product, priced at \$10.95, comes complete with a folder to house the stamps, which can be inserted in a pocket on the inside front cover of *Our World* and which contains clear acetate strips for protecting and displaying the 30 stamps.

The book will be shipped to stamp distribution offices (SDOs) in two waves. SDOs and regional accountable paper depositories (RAPDs) must verify receipt of the quantities of the product specified in their Advice of Shipment. Installations should report any differences between quantities shown on the Advice of Shipment and those actually received, as outlined in Handbook F-1, *Post Office Accounting Procedures*, section 426.3.

Post offices should place initial orders for *Our World* with their SDOs immediately, using Form 17-A, *Accountable Items Requisition From Stamp Distribution Office*. SDOs must plan the initial distribution to ensure that all requesting offices receive a reasonable portion of their order by the on-sale date.

Offices should report all sales of this product in AIC 092, *Philatelic Product Sales*, and on Form 1412-A, *Daily Financial Report*, and include them on the quarterly Form 1079, *Philatelic Product Physical Inventory Recap*, as required.

—*Philatelic and Retail Services Dept.*, 9-21-89.

All Personnel Processing Mail for Dispatch Abroad

Foreign Order No. 280

Keep all foreign order notices for use as reference.

Tentative Orders. A tentative *Lottery Order* has been issued against the following:

Belgium

Project Rainbow
P.O. Box 52
1940 St. Stevens
Woluwe
Belgium

and

Client Services
P.O. Box 52
1940 St. Stevens
Woluwe
Belgium

Canada

Express Marketing Services
#330-720 6th Street
New Westminster, B.C.
Canada V3L 3C5

and

Canadian Group Services
#330-720 6th Street
New Westminster, B.C.
Canada V3L 3C5

Do not dispatch any mail to the above. Place the mailpieces in a pouch endorsed Foreign Order Mail and send it to Postmaster, Claims, Inquiry & Undeliverable Mail, James A. Farley Building, Room 2029-A, New York, NY 10199-9543. Do not place any endorsement on the mailpieces themselves.

Installations may post this notice at the outgoing primary, and they must post it on the Foreign Order Board at all MSCs and designated International Exchange Offices.—*Judicial Officer*, 9-21-89.



Latest Index in PB 21735, 7-27-89.

DOMESTIC ORDERS

False Representation/Lottery and False Representation. Enforced by Postmasters at cities listed.

State/city	Names covered	Product
NY, Champlain 12919-0417....	Morley Sobcuff and City Yellow Pages, P.O. Box 417.	Solicitations in the guise of invoices.
CA, Canoga Park 91303-2600.	J.D. Sales, 6433 Topanga Canyon Boulevard, Suite 189.	Solicitations for sales manuals.
CA, Sacramento 95825-7684..	J.D. Sales, 2443 Fair Oaks Boulevard, Suite 148.	Solicitations for sales manuals.

—*Judicial Officer*, 9-21-89.

45-Cent AMERICA Airmail Stamp

The 45-cent AMERICA airmail stamp goes on sale October 12 in San Juan, Puerto Rico. The stamp commemorates the 500th anniversary of the discovery of America. Joining the U.S. Postal Service in celebrating the anniversary are the postal administrations from the 23 member nations of the Postal Union of the Americas and Spain (PUAS). A 25-cent commemorative stamp also will be issued in conjunction with the airmail stamp. Issued on Columbus Day around the world, these first issues in the AMERICA Series mark the beginning of a 4-year philatelic celebration.

Do Not Place on Sale Before October 13, 1989



Copyright U.S. Postal Service 1989

Issued in panes of 50.

A future issue will include collector information.

Supply. Post offices with authorized philatelic centers will receive an automatic distribution. All other post offices should order sufficient quantities of this stamp to meet anticipated local philatelic demand.

Bulk Quantities. CAG A-G post offices requiring 25,000 or more stamps should immediately submit Form 3356, *Stamp Requisition—Bulk Quantities*, to the Bureau of Engraving and Printing, using *Item 5575*.

The Bureau of Engraving and Printing will continue to fill orders for the 45-cent AMERICA stamp until the stock is exhausted. Once depleted, it will convert unfilled requisitions to the current airmail stamp. Inventory of the 45-cent French Revolution stamp has been depleted.

Less-Than-Bulk Quantities. All other post offices requiring fewer than 25,000 stamps should requisition them immediately from their designated stamp distribution office on a separate Form 17-A, *Accountable Items Requisition From Stamp Distribution Office*. —*Philatelic and Retail Services Dept., 9-21-89.*

\$5 Christmas Booklets

The \$5 Christmas stamp booklets go on sale October 19. The contemporary booklet stamp, featuring a sleigh filled with brightly wrapped packages, will be issued in Westport, Connecticut. The traditional booklet stamp, featuring a Madonna and Child by Carracci, will be issued in Washington, DC. This year's Christmas stamps were produced in booklet and sheet format.

Do Not Place on Sale Before October 20, 1989

(Please refer to page 3 for photographs.)

Copyright U.S. Postal Service 1989

Issued in panes of 50.

A future issue will include collector information.

Supply. for the Sleigh booklet (*Item 6618*), all post offices will receive an automatic distribution of five booklets for each pane of 50 commemorative stamps furnished on standard distribution. For the Madonna booklet (*Item 6619*), all post offices will receive an automatic distribution of two booklets for each pane of 50 commemorative stamps furnished on a standard distribution.

Post offices with authorized philatelic centers will receive a second automatic shipment from the Bureau of Engraving and Printing, and they must preserve the booklets in this shipment for sales at philatelic centers. *Since these booklets are seasonal issues, limited inventories will be available at the Bureau for filling supplemental requisitions. Supplemental requisitions for bulk quantities of these booklets will be held until the automatic distributions are completed.*

Note: Postmasters also must consider current inventories of the 1988 Christmas vending packets prior to ordering these booklets for vending machine use.

Bulk Quantities. CAG A-G post offices requiring 1,500 or more Christmas booklets should immediately submit Form 3356, *Stamp Requisition—Bulk Quantities*, to the Bureau of Engraving and Printing. They must submit requisitions in the standard ordering quantities for regular booklets to the maximum quantity of 135,000 stamps per requisition.

Less-Than-Bulk Quantities. All other post offices requiring fewer than 1,500 booklets should immediately requisition them from their designated stamp distribution office on a separate Form 17-A, *Accountable Items Requisition From Stamp Distribution Office*. —*Philatelic and Retail Services Dept., 9-21-89.*

The orange and blue pouch is to be used for Express Mail Service only.

USPS Stamp Ornaments

USPS Stamp Ornaments, Item Nos. 8812 and 8813, will go on sale October 20, primarily by mail order. However, about 25 of the Postal Service's 75 divisions have ordered quantities of the ornaments for sale at local post offices. Those ornaments contain special engraving on the back exclusive to those divisions.

All CAG A-J offices and their classified stations and branches will receive a colorful poster by late October to promote *USPS Stamp Ornaments* and the *Stampin'* board game, Item No. 8824, along with a supply of mail-order coupons.

Those offices that do not stock the ornaments and/or the game will receive philatelic revenue credit for mail orders from ZIP Codes within their area from the Philatelic Sales Division. Those offices are urged to inform and encourage their philatelic and window clerks to offer the mail-order coupons to any customers who inquire about these products. Clerks may make photocopies of the coupons if their supplies run low.

Priced at \$12.95 each, the two styles of charming, silver-plated *USPS Stamp Ornaments* feature the Christmas Contemporary stamp (Item No. 8812) and Christmas Traditional stamp (Item No. 8813) encased in crystal-clear domes of epoxy. Styled as clusters of native American holly leaves and berries, the ornaments are approximately 3 x 4-1/2 in. Using a special, patent-pending process, each ornament's stamp is first sealed in protective plastic and then mounted on a miniature plate of crimson-red aluminum.

A brief description of the stamp and the artist is etched on the reverse of the ornament. Each ornament, including the ones made exclusively for the Postal Service divisions, is engraved with an identification code noting the source and the quantity produced.

Only 15,000 of the Christmas Contemporary and 10,000 of the Christmas Traditional stamps were used in *USPS Stamp Ornaments* made for Postal Service Headquarters for mail order purposes. Thus, their engraved codes read HQS/15,000 and HQS/10,000.

Each *USPS Stamp Ornament* comes in a special gift box with a length of red ribbon for hanging the ornament and a small folder describing the significance of the ornament and background information on the Christmas stamps.

Offices that stock the exclusive division *USPS Stamp Ornaments* should report all sales of these items in AIC 092, Philatelic Product Sales, and on Form 1412-A, *Daily Financial Report*, and include them on the quarterly Form 1079, *Philatelic Product Physical Inventory Recap*, as required.

—Philatelic and Retail Services Dept., 9-21-89.

Treasury Department Checks

October Supplemental Security Income checks and Veteran's Administration checks normally delivered on the first of the month are scheduled for delivery on Friday, September 29. The envelopes will bear the legend:

Postmaster: Requested delivery date is the 29th day of the month.

Civil Service annuity and Railroad Retirement checks are scheduled for delivery on Monday, October 2. The envelopes will bear the legend:

Postmaster: Requested delivery date is the 1st day of the month or the first delivery date thereafter.

The Social Security benefit checks are scheduled for delivery on the normal delivery date, Tuesday, October 3. The envelopes will bear the legend:

Postmaster: Requested delivery date is the 3rd day of the month.

—Delivery, Distribution, and Transportation Dept., 9-21-89.

Cashing U.S. Treasury Checks

Title X of the Competitive Equality Banking Act of 1987 (PL 100-86) establishes new time limits for cashing U.S. Treasury checks and for filing claims for nonreceipt or lost and stolen checks. Currently, time limits for cashing these checks and for filing claims are indefinite in duration.

Under PL 100-86, U.S. Treasury checks issued on or after October 1, 1989, must be cashed or deposited (negotiated) within 12 months after the check issuance date. Failure to negotiate the check within 12 months will result in cancellation of the check by the Department of the Treasury. (Checks issued before October 1, 1989, which remain uncashed as of September 30, 1990, will also be canceled by the Department of the Treasury.) Additionally, PL 100-86 establishes a 1-year limit, effective October 1, 1989, for claiming all nonreceipt, or lost and stolen checks.

To alert postal employees of the Department of the Treasury changes, all postal installations are requested to place the notice on page 13 at strategic points within the facility.

—Dept. of the Controller, 9-21-89.

STAMPIN' BOARD GAME

The *Stampin'* Board Game, Item No. 8824, will go on sale October 1 at all philatelic centers, at 90 to 100 selected post offices in each region, and by mail order.

However, all CAG A-J offices and their classified stations and branches will receive a colorful poster by late October to promote this innovative new product and the USPS Stamp Ornaments, Item Nos. 8812 and 8813. These offices will also receive a supply of mail-order coupons.



Offices that do not stock the game and/or the ornaments will receive philatelic revenue credit from the Philatelic Sales Division for mail orders from ZIP Codes within their areas. Those offices should inform their philatelic and window clerks of these products and encourage them to offer the mail-order coupons to any customers who inquire about the products. Clerks may make photocopies of the coupons if their supplies run low.

Participating philatelic centers and offices with display space available are urged to open and display the board game.

Priced at \$13.95, *Stampin'* is an exciting, educational game designed for two to four people, age 8 to adult. The object of the game is to acquire two sets of four stamp cards (out of 15 sets in the game), and a variety of strategies come into play. Players will discover the beauty of more than 60 U.S. stamp designs while they wheel and deal to acquire key cards by trading and using stamp cash to buy and sell at auction.

Stampin' includes a colorful gameboard, 62 stamp cards, 120 stamp cash bills, eight keeper/demand cards, four USPS Eagle playing pieces, a pair of dice, complete rules, and a copy of the Postal Service's 32-page pamphlet, *Introduction to Stamp Collecting*.

The field supply of *Stampin'* was mailed to the five regional accountable paper depositories (RAPDs) the week of September 11-15. The RAPDs, in consultation with Regional Directors of Marketing and Communication, will select the offices in each region that will receive *Stampin'* and will ship quantities in time for them to go on sale October 1.

Participating philatelic centers and offices may reorder from their RAPD if and when their supplies run low.

RAPDs must verify receipt of quantities of *Stampin'* as recorded on their *Advice of Shipment*. Installations should report any differences between quantities shown on the *Advice of Shipment* and those actually received, as outlined in Handbook F-1, *Post Office Accounting Procedures*, section 426.3.

Offices must report all sales of these games in AIC 092, Philatelic Product Sales, and on Form 1412-A, *Daily Financial Report*, and include them on the quarterly Form 1079, *Philatelic Product Physical Inventory Recap*, as required.

—*Philatelic and Retail Services Dept.*, 9-21-89.

ELM Notice

ILL/INJURED EMPLOYEES

The following text is being added to subchapter 350 of the EMPLOYEE AND LABOR RELATIONS MANUAL (ELM). This language clarifies Article 13, Assignment of Ill or Injured Regular Workforce Employees, which has been accepted by arbitrators, that light duty assignments do not include a guarantee of work hours per day or per week.

355 Light Duty Assignments

355.1 Voluntary Requests

Any full-time regular or part-time flexible employee recuperating from a serious illness or injury and temporarily unable to perform the assigned duties may voluntarily submit a written request to the installation head for temporary assignment to a light duty assignment.

Any ill or injured full-time regular or part-time flexible employee having a minimum of 5 years of postal service, or any full-time regular or part-time flexible employee who sustained injury on duty, regardless of years of service, while performing the assigned duties can submit a voluntary request to the installation head for permanent reassignment to a light duty assignment.

Voluntary requests are made in accordance with the applicable collective bargaining agreement.

355.2 No Guarantee

The light duty provisions of the various collective bargaining agreements between the U.S. Postal Service and the postal unions do not guarantee any employee who is on a light duty assignment any number of hours of work per day or per week.

—*Employee Relations Dept.*, 9-21-89.

Dinosaur Sale Poster

The Dinosaur Sale Poster, Item Number 8899, was erroneously printed on inferior paper stock and damaged in packaging.

A new Dinosaur poster is being printed and should be distributed on or about October 1, along with a new Advice of Shipment. The new poster will also be assigned Item Number 8899. The revised poster can be distinguished from the defective poster by the UPC/price label. *The label on the packaging of the revised poster will be printed in green. The defective poster label was black.*

Those outlets with the defective Dinosaur posters in inventory should take the following actions:

1. *Retail Outlets.* Collect all the Dinosaur posters from stamp credits. Immediately return them to the main stock, using Form 17, *Stamp Requisition*.

2. *Post Offices.* Consolidate all the Dinosaur posters in the main stock. Hold them for return to the stamp distribution office during the week of October 9-13. List the value of the returned stock in AIC 501, *Postage Stock Shipped*, and reduce stamp accountability accordingly. Also record the quantities shipped on the applicable Form 3295, *Daily Record of Stamps, Stamped Paper, and Nonpostal Stamps on Hand*.

3. *Stamp Distribution Offices.* Record the value of all the defective Dinosaur posters in AIC 005, *Postage Stock Received*, and increase stamp accountability accordingly. The custodian of the main stock must account for all the defective posters shipped from his or her inventory. Once all defective posters have been accounted for, dispose of the posters in accordance with section 450, *Handbook F-1, Post Office Accounting Procedures*.

—*Philatelic and Retail Services Dept., 9-21-89.*

All Post Offices

Perception Poster

Installations have recently received a workroom poster entitled *Perceptions, make the right moves—for our customers! Forward mail promptly*. This poster (see page 21) is part of a series of customer-oriented perception posters in the Consumer Advocate's continuing program of educating employees to customers' needs and expectations.

Installations should display the poster prominently in the appropriate workroom areas in post offices, stations and branches, and CFS units, to remind employees of how they help shape the USPS image in the eyes of the customer, and of the importance of the service they provide customers on a daily basis.—*Consumer Affairs Dept., 9-21-89.*

Performance Evaluation— EAS 20 and Above

The timeframe for the annual Fiscal Year (FY) performance evaluation of regular process employees, Executive and Administrative Schedule (EAS) 20 and above, will be from the beginning of Pay Period (PP) 21 through the end of PP 25.

Supervisors/managers must conduct evaluations during October and November to allow consideration of full FY 1989 performance and to give themselves more time to provide feedback to employees. All merit pay adjustments will be effective January 13, 1990. Form 2452-A, *Performance Evaluation for EAS Employees—General Form* (October 1986), and Form 2456, *Narrative of Work Accomplishments*, are available in the materiel distribution centers. Management Instruction, EL 370-88-7, *EAS Performance Evaluation Program*, issued in 1988 will remain in effect.

All supervisors/managers must conduct formal annual performance evaluations with all their EAS 20 and above employees covered by the EAS Performance Evaluation Program. The evaluation should cover overall performance during the entire fiscal year and include a candid assessment of year-long performance against established objectives. Emphasis in the evaluation process is placed on comparing performance against stated objectives and other work. Evaluators must ensure that the work accomplished during the year supports the organization's goals and must comment specifically concerning the employees' achievements.

For employees in the regular process, the performance evaluation begins with management requesting the employee to submit a narrative summary of work accomplished during the past fiscal year. The evaluator and employee are expected to have at least two discussions concerning performance against objectives, with both parties open to the other's perception of work accomplished. The second discussion concerns the evaluator's written evaluation and performance rating.

The Minneapolis Postal Data Center will distribute labels and control listings the week of September 25. Approved evaluation packages must be in the Employee and Labor Relations Information Center (ELRIC) no later than December 15, 1989.

The ELRIC will computerize this matrix so it can generate the merit pay calculations based on the employee's merit rating. The merit pay matrix will appear in the *POSTAL BULLETIN* of October 12, 1989.—*Employee Relations Dept., 9-21-89.*



INTELPOSTSM



America the Beautiful USA 15

Copyright U.S. Postal Service 1989

Issue Date: October 7, 1989
 First Day City: Baltimore, Maryland
 Designer: Bart Forbes, Dallas, Texas
 Typographer: Bradbury Thompson,
 Design Coordinator, Citizens' Stamp
 Advisory Committee (CSAC)
 Art Director: Derry Noyes (CSAC)
 Printing Process: Offset lithography,
 Government Printing Office
 Colors: Yellow, magenta, cyan, and black
 Size: 3.5 x 5.5 in/88 x 139 mm
 Copyright: ©USPS 1989

Baltimore City Postal Card

An America the Beautiful Series postal card, honoring the city of Baltimore, will be issued there on October 7. The card is being issued in conjunction with Baltimore's annual Fells Point Festival. There is no first day of issue ceremony, but the Postal Service is offering a first day cancellation.

The postal card, designed by Bart Forbes, features Baltimore's popular Inner Harbor that includes the National Aquarium and the U.S. Navy frigate, *Constellation*.

Baltimore is the second of four cities to be honored on America the Beautiful Series postal cards. A postal card honoring Philadelphia will be issued there September 25. New York and Washington, DC, will be featured on separate cards to be issued this November during WORLD STAMP EXPO '89. The cities were selected to highlight those places that might easily be visited by delegates to the 20th Universal Postal Union Congress, convening in the nation's capital in November and December.

Procedures for ordering first-day cancellations follow.

Customers Providing Stationery. As the Baltimore

City postal card may not be available at some post offices, the Postal Service recommends that customers purchase the cards from philatelic centers or by mail order from the Philatelic Sales Division, referencing Item 2227.

Customers who provide their own cards receive preferential service. They should address cards at least 5/8 inch from the bottom. Customers may also affix uncanceled stamps issued on or before October 7, 1989. The Postal Service will return unserved cards bearing stamps issued after that date. Requests must be postmarked by November 6 and addressed: Customer-Provided Stationery, Postmaster, Baltimore, MD 21233-9991. No remittance is required.

Postal Service Providing Stationery. Customers should provide a peelable return label for each postal card. The price is 15 cents per card, and the Postal Service accepts personal checks in the exact amount up to the limit of 50 items. Customers should not send cash or postage stamps. Orders must be postmarked by November 6 and addressed: Baltimore City Postal Card, Postmaster, Baltimore, MD 21233-9992.



A *Philatelic Catalog*, listing all available stamps and other philatelic items, is available here or from the Philatelic Sales Division, Washington, DC 20265-9997.

USPS Stamp Poster 89-32
 Remove after November 6

PLEASE POST ON BULLETIN BOARD



Interior view of the U.S. Postal Service building in Baltimore, Maryland.

Baltimore City Postal Card

The Baltimore City Postal Card is a new addition to the Postal Service's line of products. It is a 4x6 inch card, similar in size to a standard postcard, but with a unique design. The card features a large, stylized 'B' in the center, with the words 'BALTIMORE CITY' written across it. The background of the card is a light, textured color, and the overall design is clean and modern.

The card is available in two versions: one with a perforated edge for easy removal from a sheet, and another with a standard edge. Both versions are made of high-quality, durable paper that can withstand handling and weather conditions.

The Baltimore City Postal Card is a great way to send a quick message or a postcard to a friend or family member. It is also a useful tool for businesses and organizations that want to promote their services or products. The card can be used in a variety of ways, including as a business card, a promotional card, or a simple postcard.

The card is available in several colors, including white, light blue, and light green. It is also available in a variety of designs, including the 'B' design mentioned above, as well as designs featuring the Baltimore City skyline, the Chesapeake Bay, and other local landmarks.

The Baltimore City Postal Card is a convenient and effective way to communicate with others. It is a great addition to any collection of postal cards, and it is sure to be a popular choice for many people.

The Baltimore City Postal Card is a new addition to the Postal Service's line of products. It is a 4x6 inch card, similar in size to a standard postcard, but with a unique design. The card features a large, stylized 'B' in the center, with the words 'BALTIMORE CITY' written across it. The background of the card is a light, textured color, and the overall design is clean and modern.

The card is available in two versions: one with a perforated edge for easy removal from a sheet, and another with a standard edge. Both versions are made of high-quality, durable paper that can withstand handling and weather conditions.

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The card is available in several colors, including white, light blue, and light green. It is also available in a variety of designs, including the 'B' design mentioned above, as well as designs featuring the Baltimore City skyline, the Chesapeake Bay, and other local landmarks.

The Baltimore City Postal Card is a convenient and effective way to communicate with others. It is a great addition to any collection of postal cards, and it is sure to be a popular choice for many people.

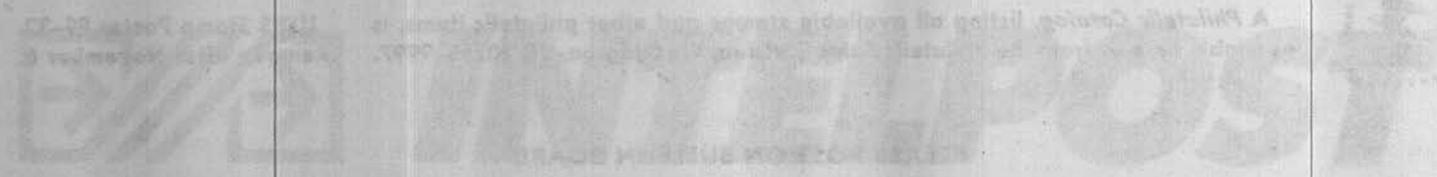
The Baltimore City Postal Card is a new addition to the Postal Service's line of products. It is a 4x6 inch card, similar in size to a standard postcard, but with a unique design. The card features a large, stylized 'B' in the center, with the words 'BALTIMORE CITY' written across it. The background of the card is a light, textured color, and the overall design is clean and modern.

The card is available in two versions: one with a perforated edge for easy removal from a sheet, and another with a standard edge. Both versions are made of high-quality, durable paper that can withstand handling and weather conditions.

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The card is available in several colors, including white, light blue, and light green. It is also available in a variety of designs, including the 'B' design mentioned above, as well as designs featuring the Baltimore City skyline, the Chesapeake Bay, and other local landmarks.

The Baltimore City Postal Card is a convenient and effective way to communicate with others. It is a great addition to any collection of postal cards, and it is sure to be a popular choice for many people.





TREASURY CHECK CHANGES

- All checks issued on or after October 1, 1989, will have the legend:

VOID AFTER ONE YEAR

- Checks dated October 1, 1989, and later must be cashed or deposited within 1 year of the issue date. Failure to cash or deposit within 1 year will result in cancellation.
- Payees must make claims for nonreceipt or lost and stolen Treasury checks within 1 year of the issue date beginning October 1, 1989.

PLEASE POST ON ALL BULLETIN BOARDS THROUGH NOVEMBER 30, 1989



TREASURY CHECK CHANGES

All checks issued on or after October 1, 1989, will have the legend:

VOID AFTER ONE YEAR

Checks dated October 1, 1989, and later must be cashed or deposited within 1 year of the issue date. Failure to cash or deposit within 1 year will result in cancellation.

Payers must make claims for nonreceipt or loss and stop Treasury checks within 1 year of the issue date beginning October 1, 1989.

PLEASE POST ON ALL BULLETIN BOARDS THROUGH NOVEMBER 30, 1989

CODING ACCURACY SUPPORT SYSTEM

A list of commercial firms that have qualified as certified vendors of the Coding Accuracy Support System (CASS) follows. These businesses have met Postal Service matching accuracy standards to provide five-digit ZIP Code, ZIP + 4 code, and/or Carrier Route Information System (CRIS) matching services to potential clients. To remain on the list, recertification is required at 6-month intervals. Currently qualified firms are shown here under the category of service they offer.

ZIP + 4 CODE MATCHING SERVICE

Certified Through August 1989

Ken Cachat
Direct List Technology Inc
1590 N Brian St
Orange CA 92667-3406
(714) 974-3663
GROUP1 EZ9 (19.88.01)

Paul H. Thoburn
Foote & Davies Inc
3101 McCall Dr
Atlanta GA 30340-2807
(404) 451-4511
M.A.P. (5.6)

David L. Sprow
Gancom Inc
209 Senate Ave
Camp Hill PA 17011-2325
(717) 763-7226
GROUP1 EZ9 (19.88.01)

Jennie Montgomery
LPC Inc
1200 Roosevelt Rd
Glen Ellyn IL 60137-6098
(312) 932-7000
FINALIST (5.7)

John T Westdyk
Mailing Services Inc
1319 N Broad St
Hillside NJ 07205-2404
(201) 355-2300
GROUP1 EZ9 (19.88.01)

Larry R Miklusak
Metromail Corp
360 E 22nd St
Lombard IL 60148-4924
(312) 620-3300
LPC FINALIST (5.4)

Lawrence E Webb
Phoenix Data Processing Inc
645 Blackhawk Dr
Westmont IL 60559-1198
(312) 654-4400
LPC FINALIST (5.4)

Nancy Burns
Rexnord Data Systems
4701 W Greenfield Ave
Milwaukee WI 53214-5310
(414) 643-2224
GROUP1 (19.88.01)

John A Tesoro
Scientific Developments Inc
800 Kinderkamack Rd
Oradell NJ 07649-1564
(201) 265-9333
AMS. EAGLE (2.0)

Certified Through September 1989

Paul Sisung
American Data Associates
100 American Wy St
Detroit MI 48209-2955
(313) 842-4000
GROUP1 EZ9 (19.88.01)

David Kosmo
ARC Tangent
121 Gray Ave Ste 203
Santa Barbara CA 93101-1831
(805) 965-7277
ACCUMAIL (1.01)

Brien Taylor
Harte Hanks Direct Marketing
100 Alco Pl
Baltimore MD 21227-2090
(301) 247-0666
NCOA ZIP4 (89.02)

Greg Zillig
IC Systems Inc
444 E Hwy 96
St Paul MN 55127-2557
(612) 483-0585
GROUP1 EZ9 (19.88.01)

George Nichols
Myriad Systems Inc
3750 N I44
Oklahoma City OK 73112-6600
(405) 946-3395
GROUP1 CODE1 (19.88.01)

Chuck Hauber
PIC
125 Armstrong Rd
Des Plaines IL 60018-2413
(312) 299-2300
GROUP1 CODE1 (19.88.01)

Kew Taybi
R L Polk & Co
400 Pike St
Cincinnati OH 45202-4280
(513) 381-3885
Z4 PLUS BATCH SEQ (1.0.2)
Z4 PLUS RANDOM ACCESS (1.0.2)

Ron Hochheimer
R R Donnelley & Sons (Selectronic Services)
1815 S Prairie Ave
Chicago IL 60616-1319
(312) 567-0448
LPC FINALIST (5.6)

Erich Priester
Wiland Services
6707 Winchester Cir
Boulder CO 80301-3598
(303) 530-0606
MATCHMASTER PLUS (03 89)

Certified Through October 1989

Kim Renner
First Data Resources
10825 Farnam Dr
Omaha NE 68154-3277
(402) 399-7265
CD-ROM ZIP4 (8901)

Dale Ibis
May & Speh
1501 Opus Pl
Downers Grove IL 60515-5727
(312) 719-0399
LPC FINALIST (5.6)

Dennis J Reed
TRW Target Marketing Services
901 N International Pky Ste 191
Richardson TX 75081-2874
(214) 699-1271
GROUP1 EZ9 (19.88.01)

Certified Through November 1989

Todd Butler
Butler Business Services Inc
PO Box 503
St Marys OH 45885-0503
(800) 237-7914
POSTALSOFT (1.7)

Chris Doyle
Computerized Mailing Systems Inc
300 Second St NW
St Paul MN 55112-3242
(612) 636-6265
GROUP1 EZ9 (19.88.01)

David L Sprow
Gancom Inc
209 Senate Ave
Camp Hill PA 17011-2325
(717) 763-7226
GROUP1 CODE1 (19.88.01)

Bob Baker
Intellitek Computer Corp
833 Nandino Blvd
Lexington KY 40511-1202
(606) 259-1366
INTELLITEK ZIP4 (1.0)

Robert Jason
Landex Computer Services Inc
1111 W Homestead Rd
Lehigh Acres FL 33936-6001
(813) 369-5802
GROUP1 CODE1 (19.88.01)

Patrick Jones
List Maintenance Corp
111 Business Park Dr
Armonk NY 10504-1737
(914) 273-6380
GROUP1 EZ9 (18.87.02)

CODING ACCURACY SUPPORT SYSTEM—Continued

Sharon Norton
Manus Services Corp
1130 Rainier Ave S
Seattle WA 98144-2842
(206) 325-2200
GROUP1 EZ9 (19.88.01)

Joe Balaban
Pagex Systems Inc
77 W Sheffield Ave
Englewood NJ 07631-4815
(201) 871-0800
GROUP1 EZ9 (19.88.01)

David Moore
Sears Roebuck and Co
400 Golf Mill Ctr
Chicago IL 60684-0001
(312) 875-0659
FINALIST (5.7)

Certified Through December 1989

Rodney Joffe
American Computer Group
3599 Cahuenga Blvd W
Los Angeles CA 90068-1303
(213) 876-4900
GROUP1 CODE1 (19.88.01)

Stephen Ruddy
Anchor Computer Inc
1900 New Hwy
Farmingdale NY 11735-1509
(516) 293-6100
GROUP1 CODE1 (19.88.01)

Mike Byerly
Bacompt Systems Inc
8561 Zionsville Rd
Indianapolis IN 46268-1511
(317) 875-8585
GROUP1 CODE1 (19.88.01)

Lee W Klempen
Compass Information Systems
6767 Portwest Dr 190
Houston TX 77024-8013
PLUSFOUR (1.01)

Rose Hamilton
First Data Resources
7302 Pacific St
Omaha NE 68115-5400
(402) 399-3611
ZIP4—NCOA (8901)

Gary Wallman
Image Printing Systems
7915 North 81st St
Milwaukee WI 53223-3830
(414) 355-0314
GROUP1 EZ9 (19.88.01)

Gilbert Rios
Lee Datamail
1617 Terre Colony Ct
Dallas TX 75212-6297
(214) 630-6941
GROUP1 CODE1 (19.88.01)

Lynn Currin
R L Polk & Co Mkt Svcs Div
6400 Monroe Blvd
Taylor MI 48180-1814
(313) 292-3200
NCOA/ZIP4 (88.02)

Kathleen Koci
Sungard Computer Services
1285 Drummers Ln
Wayne Pa 19087-1586
(215) 341-8778
GROUP1 EZ9 (19.88.01)

Certified Through January 1990

Ron Janis
Accurate Marketing Systems Inc
45 Eisenhower Dr
Paramus NJ 07652-1416
(201) 712-5311
AMS EAGLE (2.0)

Rick Fidler
Communication Concepts Inc
1044 Polinski Rd
Ivyland PA 18974-1534
(215) 672-6900
GROUP1 EZ9 (19.88.01)

Alan Dailey
Comnet Adms
397 Herndon Pky Ste 1
Herndon VA 22070-4821
(703) 478-9410
GROUP1 EZ9 (19.88.01)

Jerry Taylor
Computerized Data Systems
4301 NW 63rd Ste 103
Oklahoma City OK 73116-1504
(405) 842-5384
GROUP1 EZ9 (19.88.01)

Verna Sprowls
Credit Bureau Marketing
8440 Westpark
Houston TX 77063-5888
(713) 954-6458
LPC FINALIST (5.7)

W R Weisshaar
Donnelley Marketing
1235 N Ave
Nevada IA 50201-1419
(515) 382-8202
NCOA340 (3.0)

Bill McGlynn
Magi Direct Inc
3 Westchester Plz
Elmsford NY 10523-1695
(914) 592-4646
GROUP1 EZ9 (19.88.01)

Rick Fidler
Marketing Communications Systems
1044 Pulinski Rd
Ivyland PA 18974-1534
(215) 672-6900
GROUP1 EZ9 (19.88.01)

Michael Thole
MBS Multimode
7 Norden Ln
Huntington Station NY 11746-2139
(516) 673-5600
LPC FINALIST (5.7)

Janet Anderson
Phoenix Data Processing
645 Blackhawk Dr
Westmont IL 60559-1198
(312) 654-4400
LPC FINALIST (5.7)

Michael J Fitzgerald
PSA Inc
8800 Edgeworth Dr
Capiol Heights MD 20743-3711
(301) 350-5600
GROUP1 CODE1 (19.88.01)

Kew Taybi
R L Polk & Co
400 Pike St
Cincinnati OH 45202-4280
(513) 381-3885
IXIP (8901)

Janet Shockley
Sacred Heart League
PO Box 300
Walls MS 38680-0300
(601) 781-1360
GROUP1 CODE1 (19.88.01)

Certified Through February 1990

Rob Klan
Commercial Data Center Inc
3180 Kettering Blvd
Dayton OH 45439-1924
(513) 294-2707
GROUP1 CODE1 (19.88.01)
GROUP1 EZ9 (19.88.01)

James Schemmel
Communications Data Svcs
112 Tenth St
Des Moines IA 50309-4296
(515) 246-6824
LPC FINALIST (5.7)

Mike Talbott
FDC Inc
9900 Bren Dr E Ste 201
Minnetonka MN 55343-4411
(612) 936-5233
NCOA ZIP4 (6-89)

Paul H Thoburn
Foote and Davies Inc
3101 McCall Dr
Atlanta GA 30340-2899
(404) 451-4511
MAP (5.7)

Dana Lowry
Group I Software
6404 Ivy Ln Ste 500
Greenbelt MD 20770-1400
(301) 982-2000
EZ9 (09.01.00)
CODE1 (09.01.00)

CODING ACCURACY SUPPORT SYSTEM—Continued

Jennie Montgomery
LPC Inc
1200 Roosevelt Rd
Glen Ellyn IL 60137-6098
(312) 932-7000
LPC FINALIST (5.7)
FINAL 9 (5.7)

Bob Samusevich
Metromail Corporation
360 E 22nd St
Lombard IL 60148-4924
(312) 620-3300
GROUP1 EZ9 (09.01.00)

Gary Sage
Sage Systems Inc
6475 28th St Ste 220
Grand Rapids MI 49506-6917
(616) 940-8311
GROUP1 CODE1 (19.88.01)

John T Westdyk
Mailing Services Inc
1319 N Broad St
Hillside NJ 07205-2404
(201) 355-2300
GROUP1 EZ9 (19.88.01)

Pat Pinto
Reo Packaging Co
2740 W 79th St
Chicago IL 60652-1784
(312) 471-1800
LPC FINALIST (5.7)

Ken Murphy
The Mail Box Inc
3700 Pipestone Rd
Dallas TX 75212-6194
(214) 688-0331
GROUP1 CODE1 (19.88.01)

CARRIER ROUTE INFORMATION SYSTEM (CRIS) MATCHING SERVICE

Certified Through September 1989

David Kosmo
ARC Tangent
121 Gray Ave Ste 203
Santa Barbara CA 93101-1831
(805) 965-7277
GROUP1 ACCUMAIL (1.01)

Todd Butler
Butler Business Services Inc
PO Box 503
St Marys OH 45885-0503
(800) 237-7914
POSTALSOFT (1.7)

Chet Heineck
Data Methods Inc
3798 Lowell Blvd
Denver CO 80211-2759
(303) 458-7361
DMICRIS (1.0)

Ken Cachat
Direct List Technology Inc
1590 N Brian St
Orange CA 92667-3406
(714) 974-3663
GROUP 1 CRC\$ (88.185)

Bob Daniels
Mailing List Systems Corp
711 Directors Dr
Arlington TX 76011-5103
(817) 640-7007
MLS OMNIBUZZ (01.00)

Mike Mona
Monaco Computer Services
8421 University Blvd Ste K2
Clive IA 50311-1036
(515) 225-8445
POSTAGE (1088)

George Nichols
Myriad Systems Inc
3750 N I44
Oklahoma City OK 73112-6600
(405) 946-3395
GROUP1 CODE1 (19.88.01)

Joe Balaban
Pagex Systems Inc
77 W Sheffield
Englewood NJ 07631-4815
(201) 871-0800
GROUP1 CRC\$ (88.185)
GROUP1 EZ9 (88.185)

Certified Through October 1989

Rose Hamilton
First Data Resources
7301 Pacific St
Omaha NE 68114-5498
(402) 399-3611
CARRIER ROUTE MATCHING (8901)

Dale Ibis
May & Speh
1501 Opus Pl
Downers Grove IL 60515-5727
(312) 719-0339
LPC FINALIST (5.6)

Michael Stiffler
North American Communications
PO Box 39
Duncansville PA 16635-0039
(814) 696-3553
GROUP1 CRC\$ 19.88.01

Certified Through November 1989

David May
Ace Mailing Service
1961 S Cobb Industrial Blvd
Symrna GA 30082-4915
(404) 431-2549
GROUP1 CRC\$ (7/88)

Ernie Halter
Automation Association Ltd
1115 Broad St
Falls Church VA 22046-2120
(703) 534-9844
GROUP1 CODE1 (10/88)

Icha Zenwirth
Dynatron Computer Sys
10 Columbus Cir
New York NY 10019-1393
(212) 765-8080
GROUP1 CRC\$ (8901)

Robert Jason
Landex Computer Services Inc
1111 Homestead Rd W
Lehigh Acres FL 33936-6085
(813) 369-5802
GROUP1 CODE1 (88.365)

David Moore
Sears Roebuck and Co
400 Golf Mill Ctr
Chicago IL 60648-1238
(312) 875-0659
LPC FINALIST (5.7)

Certified Through December 1989

Mike Byerly
Bacompt Systems Inc
8561 Zionsville Rd
Indianapolis IN 46268-1511
(317) 875-8535
GROUP1 CODE1 (88.11)

Tim Price
Direct Marketing Technology Inc
955 American Ln
Schaumburg IL 60173-4976
(312) 517-5600
LPC FINALIST (5.7)

Mike Talbot
FDC Inc
9900 Bren Rd E Ste 201
Minnetonka MN 55343-4411
(612) 936-5233
GROUP1 CRC\$ (19.88.01)

William A Anderson
Flowsoft Custom Programming
875 Franklin Rd 1635
Marietta GA 30067-7968
(404) 428-4028
FLOWMAIL PLUS (5.1)

Sharon Norton
Manus Services Corp
1130 Rainier Ave S
Seattle WA 98144-2842
(206) 325-2200
GROUP1 CRC\$ (88.202)

Pam Weaver
National Mailroom Service
2503 W Beaver Creek
Powell TN 37849-4822
(615) 938-4141
GROUP1 CODE1 (88.35B)

Ivan Reinhardt
Primenet Data Systems
8711 Lyndale Ave S
Minneapolis MN 55420-0073
(612) 885-8872
GROUP1 CRC\$ (88.356)

Certified Through January 1990

Dana Lowry
Group 1 Software
6404 Ivy Ln Ste 500
Greenbelt MD 20770-1400
(301) 982-2000
CRC\$ (019.89.01)
EX9 (019.89.01)

CODING ACCURACY SUPPORT SYSTEM—Continued

Ronald Conley
Kiplinger Computer and Mailing Services
3401 East West Hwy
Hyattsville MD 20781-0307
(202) 887-6560
GROUP1 CRCR (019.88.01)

Samuel Sato
Midwest Compuservice Inc
1034 N Dupage Ave
Lombard IL 60148-1214
(312) 620-4555
GROUP1 CRC\$ (019.88.01)

Janet Anderson
Phoenix Data Processing
645 Blackhawk Dr
Westmont IL 60559-1198
(312) 654-4400
LPC FINALIST (5.7)

Kew Taybi
R L Polk & Co
400 Pike St
Cincinnati OH 45202-4280
(513) 381-3885
Z4PLUS BATCH (1.0.2)
Z4PLUS RANDOM (8901)

Michael Fitzgerald
PSA Inc
8800 Edgeworth Dr
Capitol Heights MD 20743-3711
(301) 350-5600
GROUP1 CODE1 (88.335)

Rusty Muchmore
Wiland Services Inc
6707 Winchester Circle
Boulder CO 80301-3598
(303) 530-0606
MATCHMASTER PLUS (6/89)

Certified Through October 1989

Chris Doyle
Computerized Mailing Systems
300 Second St NW
St Paul MN 55112-3242
(612) 636-6265
LPC FINALIST (5.7)

Daniel J. Minnick
Direct Marketing Technology
955 American Ln
Schaumburg IL 60173-4998
(312) 517-5683
LPC FINALIST (5.6)

Dale Ibis
May & Speh
1501 Opus Pl
Downers Grove IL 60515-5713
(312) 719-0339
LPC FINALIST (5.6)

Certified Through February 1990

Ron Branam
California Data Marketing
1627 E St
Fresno CA 93706-2007
(209) 237-3801
POSTAGE (4.0)

David Edwards
Columban Fathers
400 N Calhoun St
St Columbans NE 68056-0061
(402) 291-1920
COLUMBAN FATHERS CRC\$ (1.0)

Rob Klan
Commercial Data Center Inc
3180 Kettering Blvd
Dayton OH 45439-1924
(513) 294-2707
GROUP1 CODE1 (019.88.01)

Robert Ekstrum Jr
Computerized Mailing Systems Inc
300 Second St NW
St Paul MN 55112-2723
(612) 636-6265
GROUP1 CRC\$ (019.88.01)

Martin Kurpiel
Creative Automation
220 Fencil Ln
Hillside IL 60162-2098
CREATIVE AUTOMATION CRC\$ (2.0)

W R Weisshaar
Donnelley Marketing
1235 N Ave
Nevada IA 50201-1419
(515) 382-8202
CONMAIL CRO4 (88.185)

FIVE-DIGIT ZIP CODE MATCHING SERVICE

Peter Muzzy
MBS Multimode Inc
7 Norden Ln
Huntington Station NY 11746-2139
(516) 673-5600
LPC FINALIST (5.6)

Larry R Miklusak
Metromail Corp
360 E 22nd St
Lombard IL 60148-4989
(312) 620-3300
ZIPIT (COMBO OF GROUP1 AND LPC)
(5.4)

Lawrence E Webb
Phoenix Data Processing Inc
645 Blackhawk Dr
Westmont IL 60559-1115
(312) 654-4400
LPC FINALIST (5.4)

Dana Lowry
Group 1 Software
6404 Ivy Ln Ste 500
Greenbelt MD 20770-1400
(301) 982-2000
CODE1 (09.01.000)

Bill McGlynn
Magi Direct Inc
3 Westchester Plz
Elmsford NY 10523-1607
(914) 592-4646

Ken Murphy
The Mail Box Inc
3700 Pipestone Rd
Dallas TX 75212-6112
(214) 688-0331
GROUP1 CODE1 (89.110)

Bob Samusevich
Metromail Corp
360 E 22nd St
Lombard IL 60148-4924
(312) 620-3300
GROUP1 EZ94 (88.202)
LPC FINALIST (5.7)

Nevan Rand
Printronic Corporation of America Inc
10 Columbus Circle 25th Fl
New York NY 10019-1345
(212) 247-8800
LPC FINALIST (5.7)

Kew Taybi
R L Polk & Co
400 Pike St
Cincinnati OH 45202-4280
(514) 381-3885
IXZIP (8901)

Gary Sage
Sage Systems Inc
6475 28th St Ste 220
Grand Rapids MI 49506-6917
(616) 940-8311
GROUP1 CODE1 (019.88.01)

Certified Through November 1989

Todd Butler
Butler Business Services Inc
PO Box 503
St Marys OH 45885-0503
(800) 237-7914
POSTALSOFT (1.7)

Mike Talbott
FDC Inc
9900 Bren Rd E Ste 201
Minnetonka MN 55343-4411
(612) 936-5233
LPC FINALIST (5.7)

Certified Through December 1989

David L Sprow
Gancom Inc
209 Senate Ave
Camp Hill PA 17011-2325
(717) 763-7226
GROUP1 EZ5 (88.188)

CODING ACCURACY SUPPORT SYSTEM—Continued

Steve Ward
Landex Computer Services Inc
1111 W Homestead Rd
Lehigh Acres FL 33936-6085
(813) 369-5802
GROUP1 CODE1 (88.356)

James E Crawford
R L Polk & Co
400 Pike St
Cincinnati OH 45202-4280
(513) 381-3885
Z4PLUS BATCH (1.0.2)
Z4PLUS RANDOM (1.0.2)

Certified Through January 1990

Susan E Berg
LPC Inc
1200 Roosevelt Rd
Glen Ellyn IL 60137-6098
(312) 932-7000
LPC FINALIST (5.7)

Keith O'Leary
Network Computing Corp
5301 77 Center Dr
Charlotte NC 28217-2703
(704) 525-8810
GROUP1 CODE1 (88.322)

Michael Fitzgerald
PSA
8800 Edgeworth Dr
Capitol Heights MD 20743-3711
(301) 350-5600
GROUP1 CODE1 (88.335)

Michael Roche
Wiland Services
6707 Winchester Circle
Boulder CO 80301-3598
(303) 530-0606
MATCHMASTER PLUS (1.01)

Certified Through February 1990

Bill McGlynn
Magi Direct Inc
3 Westchester Plz
Elmsford NY 10523-1695
(914) 592-4646
GROUP1 EZ5 (019.88.01)

Ken Murphy
The Mail Box Inc
3700 Pipestone Rd
Dallas TX 75212-6112
(214) 688-0331
GROUP1 CODE1 (89.110)

Gary Sage
Sage Systems Inc
6475 28th St Ste 220
Grand Rapids MI 49506-6917
GROUP1 CODE1 (019.88.01)

Bob Snapp
Snapp-Ware
6962 Plainfield Rd
Cincinnati OH 45236-3734

—Marketing Dept. 9-21-89.



**An
accident
happened
here**

INVALID EXPRESS MAIL CORPORATE ACCOUNT NUMBERS

To be posted and used by retail/acceptance clerks. This supersedes all previous notices. Destroy PB 21742 listing. Retail/acceptance clerks must not accept Express Mail shipments bearing any of the invalid numbers (listed below) in the "customer number" or "agreement number" section of the label or form.

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

008149	027126	066045	090064	102215	118226	193283	212704	293220	301906	314670	328274	332027
009755	027145	066110	090071	102249	118309	193326	212735	294188	301938	314676	328279	332029
009783	027183	066191	090146	102431	118329	196103	212741	294236	301957	314677	328297	332085
009814	027252	068051	090170	102482	119052	196107	220127	294281	301959	314716	328310	332221
010052	027351	068233	090184	102491	119113	198008	220163	294349	302040	314738	328311	332260
010110	028073	069142	090246	102605	120139	198060	220192	294366	302049	314739	328322	332262
010122	028078	069230	090250	102694	120162	198071	220209	294376	302075	314801	328324	332298
010129	028109	069244	090257	102703	121171	198076	220216	295116	302084	317193	328339	332411
010134	028110	069383	090422	102753	122147	198077	220219	295120	302087	317206	328367	332457
011002	028138	069534	090518	102774	122167	200020	221045	295122	302096	319056	328396	332481
011092	028164	069602	090523	102813	128502	200502	221159	295200	302097	320725	328402	332551
011132	028170	069626	090608	102854	128507	200545	221179	295318	302117	320751	328434	332686
013083	028198	069674	090623	102891	128911	200612	221183	296226	302147	320825	328457	332702
014021	028202	069728	090721	102968	129806	200740	222105	296238	302148	320826	329026	332760
014085	028257	069754	090759	102977	130891	200755	222124	296261	302153	320900	329027	332784
016074	028306	069759	090774	103089	132210	200777	223025	300023	302156	320946	329028	332799
016113	028331	069795	090785	104077	132238	200803	223109	300060	302177	320963	329030	332848
016176	028342	069876	090819	104090	135167	200855	223110	300085	302226	322384	329038	332875
016349	028377	069892	090900	104129	135182	207099	223111	300094	302280	322395	329044	332914
016354	028482	069925	090902	104190	139067	207110	223126	300157	302295	322408	329078	332928
016467	029050	069936	090904	104299	142160	207112	223134	300180	302297	322435	329087	333002
016574	029118	069969	090905	104317	142183	207124	223170	300229	302322	322487	329100	333018
016773	029136	070571	090906	104336	142257	207133	223148	300231	302361	322494	329113	333044
016789	029143	071465	090907	105013	146124	207138	247103	300273	302376	322510	329129	333047
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016854	029290	071617	090910	105089	146259	207145	253093	300398	302415	322564	329163	333073
017002	029310	071716	090912	105156	146335	207146	253132	300417	302429	322601	329169	333080
018110	029335	071827	090916	105193	146337	207153	253141	300568	302451	322616	329175	333089
018145	030054	071947	090917	105197	150048	207169	253154	300575	302466	322661	329190	333094
018271	030089	075099	090918	105202	152177	207183	253163	300585	302493	322686	329208	333132
018290	030118	075219	090919	105203	152225	207184	253206	300677	302521	322692	329209	333171
018301	030133	075341	090920	105245	152228	207203	255022	300710	302522	322728	329217	333191
018308	030134	075426	090921	105308	152235	207204	257121	300727	302528	322788	329218	333203
018347	031058	075463	091025	105393	152259	207220	257122	300754	302537	322802	329234	333222
018395	031062	076152	091077	105411	152263	207245	257124	300798	302568	322829	329261	333248
018427	031095	076226	091129	105525	152284	207251	263001	300884	302586	322841	329286	333260
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018496	034003	076266	091271	107016	152511	207301	271065	300955	302629	323122	329302	333265
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018638	034311	076289	091313	109270	152751	208069	271097	300994	302654	324591	329312	333304
019211	037007	076309	091415	109373	152879	208075	272091	301026	302659	325079	329314	333316
019212	038107	076435	091416	110040	165046	208098	272098	301039	302661	325365	329330	333318
019225	038120	076485	091442	110291	170121	208117	272119	301040	302678	325613	329341	333322
019324	038188	076527	091455	110369	176079	208122	274031	301083	302742	325622	329344	333322
020054	040018	076531	091545	110500	176081	208129	274036	301117	302771	325868	329398	333339
020065	041085	076631	091578	110550	176112	208137	274101	301136	302784	326170	329425	333388
021268	042056	077514	091585	111220	177027	208148	274167	301147	302787	327088	329519	333411
021391	044036	077565	091633	112557	180024	208154	274173	301192	302842	327090	330088	333412
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021520	048001	077668	091711	112615	180028	208206	275019	301247	302918	327120	330160	333435
021649	050031	077676	091874	113148	181043	208266	275057	301266	302921	327164	330193	333462
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021733	053006	077991	092097	114219	191123	208279	275078	301326	303642	327205	330262	333481
021988	053060	078098	092634	115145	191484	208329	276005	301353	303643	327210	330295	333503
022021	054026	078135	095028	115228	191523	208331	277009	301366	303649	327212	330347	333516
022083	058034	080061	095032	115333	191560	209007	277013	301386	303671	327219	330351	333523
022104	060270	080085	100007	115403	191575	209036	277015	301428	303686	327239	330365	333532
022238	060374	080172	100057	115813	191592	209047	277019	301450	303693	327250	330378	333569
022243	061108	080190	100063	115830	191598	209052	277060	301474	303745	327254	330490	333572
023041	061176	080240	100079	115923	191700	209055	277077	301480	303762	327264	330514	333578
023087	061204	080248	100116	115946	191711	209062	280023	301502	303779	327268	330534	333590
023108	061258	080505	100161	116018	191732	209065	280044	301527	303800	327273	330557	333592
023150	061265	085093	100450	116019	191782	209081	280060	301671	303841	327280	330680	333626
023257	064301	085166	101154	117226	191815	209101	281053	301675	303844	327293	330707	333636
024083	065087	085201	101232	117309	191842	212227	282359	301677	303965	327326	330713	333654
025025	065139	085217	101278	117336	191843	212300	282375	301683	303989	327331	330725	333660
025062	065202	085252	101380	117431	191867	212353	282424	301698	303992	327366	330783	333679
025074	065244	089209	101435	117443	191887	212370	282432	301715	305011	327375	330800	333699
025086	065327	089240	101462	117545	191889	212397	282444	301719	305015	327376	330807	333701
026012	065438	089326	101518	117624	191915	212419	283149	301785	312235	327385	330881	333703
026115	065457	089430	101534	117707	191967	212423	283173	301799	314194	327403	331064	333751
026133	065474	089444	101589	117946	192108	212541	283174	301807	314351	328203	331092	333770
026146	065549	089445	101833	118027	192118	212556	283179	301833	314359	328207	331334	333772
026227	065581	089463	101905	118035	192119	212563	283316	301839	314540	328212	331598	333798
027054	065630	089489	102059	118062	192131	212566	292221	301842	314603	328230	331646	333800
027069	065756	089540	102077	118098	193147	212608	292325	301858	314605	328247	331668	333827
027075	065786	089638	102154	118165	193184	212619	292355	301884	314621	328263	331726	333829
027077	065825	089637	102176	118169	193209	212661	293003	301900	314630	328266	331831	333878
027080	065901	090025	102202	118170	193225	212668	293128	301903	314665	328267	332001	333933

PERCEPTIONS



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INVALID EXPRESS MAIL CORPORATE ACCOUNT NUMBERS—Continued

333964	335479	336887	340720	402698	452769	483062	554823	600594	601424	613115	701626	740515
333981	335500	336896	340724	403052	452844	483102	554934	600598	601456	616060	701712	741030
334056	335501	336898	340734	405075	452856	483113	554939	600603	601511	616104	701734	741061
334059	335519	336899	340785	405131	454231	483257	554989	600609	601557	616105	701788	741139
334065	335525	336904	340819	410006	454256	483265	570079	600622	601558	618066	701816	741149
334200	335587	336910	340832	410037	454271	485078	572004	600665	601565	618091	701837	741229
334205	335627	336915	340905	410069	454360	485104	574015	600666	601573	618093	705020	741233
334406	335651	336925	349762	410094	454375	486063	581031	600673	601574	618103	705025	741235
334465	335682	336928	349768	410112	454403	486083	581056	600684	601578	618104	705064	741272
334471	335706	336932	349793	410156	454427	486149	581069	600685	601583	622066	705087	741304
334476	335718	336938	349802	410162	454433	487147	581079	600692	601586	624016	705129	741365
334511	335799	336940	349810	420022	454438	488013	585221	600699	601601	626004	705142	741454
334618	335814	336945	349893	420025	461017	488154	585224	600718	601622	627075	706124	741466
334630	335846	336947	349894	421015	462231	488167	585227	600719	601632	627078	707439	741541
334667	335852	336959	349902	423005	462262	488267	591310	600733	601653	628062	708276	741595
334742	335858	336962	349930	427004	462274	489240	591700	600735	601668	628084	708279	741627
334754	335873	336966	349931	427012	462311	489242	597512	600736	601672	628087	708311	741977
334806	335876	336967	349941	430039	462357	489251	598502	600740	601683	629073	708317	741983
334808	335880	336969	349959	430053	462415	489260	598512	600746	601690	631328	708330	741995
334813	335893	336972	349968	431007	462466	489268	598520	600749	601706	631400	708332	743047
334818	335898	337133	349977	432140	464069	490071	598526	600751	601707	631499	708333	744013
334826	335901	337146	352268	432149	464165	490172	598548	600752	601738	631699	708334	744017
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334832	335914	337208	352401	432185	466540	494063	600012	600807	601776	631871	708370	744031
334835	335920	337216	352456	432195	466547	494083	600027	600809	601779	631926	708433	744055
334836	335938	337252	352457	432202	468064	494090	600034	600815	601781	631950	711230	746002
334840	335941	337272	354012	432203	468067	494093	600039	600823	601782	641056	711243	750142
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334847	335950	337289	358065	432287	468092	495161	600047	600837	601859	641118	711346	750215
334848	335953	337308	358599	432293	468151	496068	600078	600839	601863	641129	711352	750224
334873	335956	337323	358815	432294	468160	503171	600081	600841	601864	641134	711403	750244
334984	335968	337334	358943	432301	468172	503215	600083	600845	601867	641131	711424	750293
335002	335970	337345	359415	432306	468174	514075	600085	600887	601881	641138	711425	750332
335003	335976	337360	361018	432331	468177	520023	600089	600899	601882	641409	711485	750338
335004	335984	337372	361046	432337	468178	520044	600097	600908	601887	641432	711531	750445
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335039	335992	337388	361052	432348	468183	522020	600103	600919	601898	641555	711560	750670
335059	335997	337398	361069	432361	468187	524091	600122	600921	601954	641580	711563	750698
335067	335999	337411	361080	432373	468189	524103	600124	600929	601973	641582	712115	750705
335084	336024	337412	362011	432380	468207	525005	600125	600935	601987	641605	712126	750713
335087	336025	337422	363115	432383	468222	525006	600147	600937	601997	641726	712148	750729
335090	336028	337426	365015	432401	468244	525012	600152	600938	602023	641735	713064	750736
335096	336030	337432	366157	432412	468278	531122	600161	600954	602027	641786	724032	750754
335097	336045	337436	366158	432426	468294	531132	600171	600962	602035	641792	727039	750755
335109	336072	338132	366161	432450	469102	531177	600183	600966	602036	641874	727041	750786
335110	336107	338195	366166	432490	470004	531189	600198	600983	602051	641879	730030	751050
335126	336178	338234	372316	432491	471013	531197	600201	601021	602052	641881	730057	751088
335132	336216	338235	372351	432496	471030	532046	600205	601050	603004	641900	730080	751090
335140	336252	338236	372494	432510	472012	532303	600206	601053	603008	652230	730096	752049
335146	336269	338264	379239	432511	473109	532304	600210	601060	603011	657108	730147	752084
335148	336290	339317	379241	432515	479078	532373	600211	601097	603014	658150	730183	752107
335159	336327	339319	379254	432525	480012	532440	600225	601111	603035	658208	730245	752135
335178	336334	339344	381358	432542	480017	532476	600254	601117	604712	658210	730257	752191
335183	336437	339350	381416	432558	480095	532486	600256	601119	604725	662194	730305	752216
335197	336446	339375	381467	432586	480119	532499	600259	601128	604800	662357	730337	752255
335200	336448	339377	381482	436148	480139	532517	600261	601133	604888	666666	730366	752266
335206	336487	339550	381564	437018	480170	532519	600266	601136	605338	668100	730380	752376
335220	336527	339552	381645	441542	480256	532537	600267	601139	605481	672160	730407	752520
335237	336555	339566	381719	441564	480414	532575	600293	601141	605909	672175	730547	752684
335243	336605	339591	381771	441715	480427	532604	600325	601146	605996	672241	730558	752731
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763104	772560	782217	794332	802746	826670	856263	900763	907333	921624	928716	945536	972760
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767549	772576	782305	794341	802777	833285	856312	900807	907412	921815	928834	945687	973258
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772511	782166	794262	802708	815111	856168	900688	907121	921456	928208	945467	972385	999204

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