



POSTAL BULLETIN

INSTRUCTIONS AND INFORMATION FOR POSTAL EMPLOYEES
PUBLISHED WEEKLY



LXXXI

Washington 25, D.C., Thursday, June 30, 1960—Twelve Pages

20204

All Postal Installations

7-Cent Air Mail Postage Stamp

As a means of facilitating the handling of air mail letters, 7-cent air mail stamps will hereafter be printed in a distinct shade of red. This color, or close approximations, will not be utilized for other stamps in the future. A new 7-cent stamp in a "fire red" shade will be placed on sale at Arlington, Va., on August 12, 1960.

POSTMASTERS SHALL NOT PLACE THIS STAMP ON SALE BEFORE AUGUST 13, 1960



Size: 0.75" x 0.87" (arranged vertically)
Color: Red
Unlimited printing

ISSUED IN SHEETS OF 100

To obtain first-day cancellations, collectors may submit requests to the Postmaster, Arlington 1, Va. See Postal Manual 145.3. Selected mint stamps will be available at the Philatelic Sales Agency, Post Office Department, Washington 25, D.C., on and after August 13, 1960.

The new 7-cent air mail stamp will be furnished postmasters on a regional basis as stocks of the blue 7-cent air mail stamp are exhausted. Requisitions should be submitted in the regular manner (USE ITEM 167); however, the Bureau of Engraving and Printing has been authorized to substitute the blue 7-cent stamp until the stock is depleted.—Office of the Special Assistant to the Postmaster General, 6-30-60.

113555°—1960

All Postal Personnel

A Safe and Glorious 4th of July

Traditionally, Americans look forward to the 4th of July as a day for celebrating. Fireworks, parades, picnics, sightseeing, family visits or a short vacation trip are the usual ingredients of the typical American's Independence Day activities. Wherever you go or whatever you do—be safe!

Many postal families will be traveling by automobile on the holiday weekend. Courteous driving, observance of the traffic laws, a safe vehicle, and sobriety will make your drive a safe one. Drive safely and arrive safely.

Even if you never leave your backyard on this holiday weekend remember that you must be alert to off-the-job safety hazards. Be careful of fireworks, power mowers, your outdoor grill and all the other everyday "booby traps." Take time for safety and it will leave you time for fun.

Past experience shows that hundreds of persons lose their lives or are maimed every holiday in their search for fun and pleasure. Don't let this 4th of July be one to regret.

Drive safe, play safe and be safe . . . and it will be a memorable holiday for all.

The Postmaster General.

All 1st-Class Post Offices

Semiannual Contract Printing Report (JCP Form No. 2)

If any offices have procured printing work during the period of January 1–June 30, 1960, reports are required.

Please use JCP Form 2, obtainable from your regional management officer.

Reports are to be submitted in duplicate to regional management officers by July 10.—Bureau of Operations, 6-30-60.

All Post Offices

Manufacturers Authorized To Lease Postage Meters

Postalia Division, Tele-Norm Corporation, New York, N.Y. (authorization limited to only New York City and Westchester County, N.Y.), has been authorized to lease postage meters.

Section 143.14 of the Postal Manual will be revised at an early date to show this addition to the list of authorized manufacturers.—Bureau of Operations, 6-30-60.

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*All Postal Installations***7-Cent Airmail Stamped Envelope**

The Post Office Department will issue a new 7-cent airmail stamped envelope through the Portland, Oreg., post office, on August 18, 1960.

POSTMASTERS SHALL NOT PLACE THIS AIR MAIL ENVELOPE ON SALE BEFORE AUGUST 19, 1960

The envelope will be identical to that currently in use except the stamp will be "fire red." The embossed stamp is identical to the adhesive issue, which features a silhouette view of the wing spread and fuselage of a composite jet airliner of the most advanced type.

Collectors desiring first-day cancellations of the No. 6¾ envelope may submit orders to the Postmaster, Portland 8, Oreg., plainly indicating full name and address, with remittance to cover the cost, which is **8 cents for each envelope**. Addressed gummed labels may be submitted to be affixed to the envelopes, if desired.

The 7-cent airmail stamped envelope in sizes 6¾ and 10 (formerly designated as No. 8) will be furnished postmasters in response to requisitions on a regional basis as stocks of the blue 7-cent airmail stamped envelopes are exhausted. Requisitions for 5,000, or multiples thereof, should be submitted to the U.S. Stamped Envelope Agency, Dayton 2, Ohio, on Form 3205 (**USE ITEM 674 FOR THE 6¾ SIZE AND 174 FOR THE NO. 10**) and for less quantities, Form 017, to RDPO's.—*Office of the Special Assistant to the Postmaster General, 6-30-60.*

*All Post Offices***Commercial Invoices With Parcels for Peru**

Commercial invoices for parcels addressed to Peru do not require consular or other legalization if the value is under \$50.

The Directory of International Mail will be amended.—*Bureau of Transportation, 6-30-60.*

*All Post Offices***Address Changed by Official Orders**

Section 157.4, Postal Manual, provides for the free forwarding of mail for persons in the United States civil and military service, and the accompanying members of the families of such persons. This provision for free forwarding applies whenever the change in address is caused by a change in duty station. Persons in service who change their address for personal reasons are not entitled to free forwarding of other than first-class mail.

Mail of the second, third and fourth classes, including air parcel post, entitled to be forwarded free under provision of section 157.4 shall be endorsed "Change of Address Due to Official Orders" and when so marked, no postage due should be collected.—*Bureau of Operations, 6-30-60.*

*All Postal Installations***Availability of Postal Manual to Employees**

Employees should have the opportunity to refer to all chapters of the Postal Manual when proper request is made. Most frequent references will be to chapter 7.

The Department has consistently taken the position in previous publications that chapter 7 of the Postal Manual should be made available to employees desiring specific information on the subjects which it covers.

This position is reaffirmed and each installation head should insure that chapter 7 and all other chapters of the manual are made accessible to employees upon request. Where the installation has a personnel office, that office might properly be charged with this responsibility.

Employees should be notified through information on the employee bulletin boards as to the availability of the manual and where it is located.

Supervisors and personnel officers will continue to answer questions and to counsel and advise employees with respect to meaning of the various parts of chapter 7.—*Bureau of Personnel, 6-30-60.*

*All Postal Installations***7-Cent Airmail Stamp Books**

The new "fire red" 7-cent airmail stamp in books will be first released through the Saint Louis, Mo., post office, on August 19, 1960. The booklet will consist of two panes of six stamps each, interleaved with paraffin paper, and will sell for 85¢ each. The design of the stamp will be identical to that currently in use.

POSTMASTERS SHALL NOT PLACE THE 7-CENT AIR MAIL STAMP BOOKS ON SALE BEFORE AUGUST 20, 1960

To obtain first-day cancellations, collectors may send addressed envelopes to the Postmaster, Saint Louis 55, Mo. Covers will be serviced with full panes of six stamps only, **thus requiring a remittance of 42¢ for each cover submitted**. The booklet panes will measure approximately 3¾ by 1¾ inches in dimension, with the panes arranged horizontally (3 stamps wide, 2 deep). A space conforming with these dimensions should be left in the upper right corner of each envelope for affixment of the pane.

The 7-cent airmail stamp books will not be sold through the Philatelic Sales Agency.

The new 7-cent airmail stamp books will be furnished postmasters on a regional basis as stocks of the blue 7-cent airmail stamp books are exhausted. Requisitions should be submitted in the regular manner (**USE ITEM 667**); however, the Bureau of Engraving and Printing has been authorized to substitute the blue 7-cent airmail stamp books until the stock is depleted.—*Office of the Special Assistant to the Postmaster General, 6-30-60.*

*All Postal Installations***Finland—Small Packets**

Effective at once, small packets are acceptable to Finland.

The Directory of International Mail and section 222.78 Postal Manual will be appropriately amended.—*Bureau of Transportation, 6-30-60.*

Fund-Raising Within the Federal Establishment For the Fiscal Year Ending June 30, 1961

There follows Fund-Raising Bulletins Nos. 1 and 2 dated May 20, 1960, for the information and guidance of all concerned with the administration of the approved policy and program issued by the President on June 27, 1956.—*Office of the Deputy Postmaster General, 6-30-60*

PRESIDENT'S COMMITTEE ON FUND-RAISING WITHIN THE FEDERAL SERVICE

FUND-RAISING BULLETIN No. 1

May 20, 1960

This bulletin lists the voluntary agencies recognized for the fiscal year ending June 30, 1961, together with the terms and conditions governing eligibility to solicit on the job in local communities. Solicitations will be conducted in accordance with the uniform Federal fund-raising policy and program.

I. CODE OF PROPER CONDUCT

The "code of proper conduct" applies to all voluntary agencies who are accorded the privilege to solicit on the job within the Federal establishment. "Voluntary agencies desiring to solicit military personnel and Federal employees within the Federal establishment must have a high degree of integrity and responsibility in the conduct of their affairs. The privilege of solicitation within the Federal establishment carries with it continuing responsibilities. Each participating voluntary agency is expected to live up to the letter and spirit of the approved policy and program announced by the President on June 27, 1956." (Eligibility Standards and Code, February 27, 1957, revised January 29, 1960.)

II. SOLICITATIONS WITHIN THE UNITED STATES

(Includes the Panama Canal Zone)

1. The American National Red Cross

Independent solicitations may be conducted by a local Red Cross chapter on a written certification of the chapter, signed by a duly elected officer thereof, to the Chairman of the local Federal Plan Coordinating Committee or, in the absence of such a committee, to the head of the local Federal installation, agency or activity with predominant numerical strength for his coordination with the other local Federal installations, agencies or activities. The certificate will state that the local chapter is organized to serve the local community where the Federal civilian or military establishment is located and is able to enter into full participation in the conduct of a local campaign. Such certification will be prima facie evidence of compliance by the local chapter with the conditions of the Federal service program.

2. Local Community Chests, United Funds, or Federated Groups

Solicitations may be conducted by a local Community Chest, United Fund or federated group which is a member in good standing of, or is recognized by, the United Community Funds and Councils of America as a single participating agency on a written certification of the chest, united fund or federated group, signed by a duly elected officer thereof, to the Chairman of the local Federal Plan Coordinating Committee or, in the absence of such a committee, to the head of the local Federal installation, agency or activity with predominant numerical strength, for coordination with the other local Federal installations, agencies or activities. The certificate will state that the local chest, united fund or federated group "qualifies as a single participating agency" and is organized to serve the local community where the Federal civilian or military establishment is located and is able to enter into full participation in the conduct of the local campaign. Such certification will be prima facie evidence of compliance by the local chest, united fund or federated group with the conditions of the Federal service program.

3. Recognized National Voluntary Health Agencies

American Cancer Society, Inc.
American Heart Association, Inc.
Arthritis and Rheumatism Foundation
Muscular Dystrophy Associations of America, Inc.
National Association for Mental Health, Inc.
National Association for Retarded Children, Inc.
National Multiple Sclerosis Society
National Society for Crippled Children and Adults, Inc.
National Society for the Prevention of Blindness
United Cerebral Palsy Associations, Inc.

Independent solicitations may be conducted by a state or local chapter or affiliate of the above recognized national health agencies on a written certification of each

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All Post Offices Depositing Stamp Funds in Advance of Requisitions

Accounts 11906 and 11907

Cashbooks (Form 1550), Statements of Account (Form 1555), and Daily Financial Statements (Form 1558) for use during postal fiscal year 1961 do not have accounts 11906 and 11907 printed thereon. At the time of printing there was under consideration a procedure that would have eliminated the use of these accounts.

Since the new procedure has not been adopted, post offices that deposit stamp funds in advance of requisitions will continue to use accounts 11906 and 11907 and write them in on blank lines of Forms 1550, 1555 and 1558.

As there is no block on the back of the new Forms 1555 for recording the balances of accounts 11906 and 11907, post offices using these accounts will enter the following information on a separate letter-size sheet of paper which must be attached to and submitted with Forms 1555.

Balance at close of last period	_____	\$	_____
Funds received this period	_____		_____
Total to be accounted for	_____		_____
Withdrawals during this period	_____		_____
Balance at close of this period	_____		_____

The next printings of Forms 1550, 1555 and 1558 will be revised to provide space for recording accounts 11906 and 11907 transactions.—*Bureau of Finance, 6-30-60.*

All Post Offices

Improper Treatment of Undeliverable Postal Cards

Some post offices are returning undeliverable double postal cards to senders endorsed "Postage Due."

Undeliverable double postal cards and double post cards with postage affixed to the reply portion which bear the sender's return address and pledge to pay return postage must be treated in accordance with the rules in 355.22b, Postal Manual.

Postmasters are requested to have these instructions brought to the attention of all concerned.—*Bureau of Operations, 6-30-60.*

Fund-Raising Within the Federal Establishment For the Fiscal Year Ending June 30, 1961

(Continued from p. 3)

chapter or affiliate signed by a duly elected officer thereof. Such certifications shall be submitted by the chapter or affiliate through the State Coordinating Committee of the recognized national health agencies to the Chairman of each local Federal Plan Coordinating Committee or, in the absence of such a committee, to the head of the local Federal installation, agency, or activity with predominant numerical strength for coordination with the other local Federal installations, agencies or activities. The certificate will state that the chapter or affiliate is organized to serve the local community where the Federal civilian or military establishment is located and that it is able to enter into full participation in the conduct of a local campaign. Such certification will be prima facie evidence of compliance by the chapter or affiliate with the conditions of the Federal service program.

4. Recognized International Relationship Voluntary Agencies

American-Korean Foundation, Inc.

CARE, Inc.

Crusade for Freedom, Inc.

Independent solicitations may be conducted by the authorized representatives of the above recognized international relationship agencies or organizations on a written certification, signed by their authorized state representative(s), to the Chairman of each local Federal Plan Coordinating Committee or, in the absence of such a committee, to the head of the local Federal installation, agency or activity with predominant numerical strength, for coordination among the other local Federal installations, agencies or activities. The certificate will state that each recognized organization, as named therein, is able to enter into full participation in the conduct of the local campaign. Such certification will be prima facie evidence of compliance by each of the named organizations with the conditions of the Federal service program.

5. Local and National Voluntary Agency Solicitations in a Nonfederated Community and in Other Areas

In nonfederated communities, and in areas where two or more federated or nonfederated communities serve a local Federal installation, agency or activity, independent solicitations may be conducted:

(a) By the local chapter or chapters of the American National Red Cross during its traditional fund-raising month of March;

(b) By the local chapters, affiliates and representatives of the above-named recognized national voluntary health and international relationship agencies during their assigned periods as provided by Fund-Raising Bulletin No. 2;

(c) By those national voluntary agencies recognized for independent solicitation and those national voluntary agencies "supported primarily through United Funds and Community Chests," which as provided by Supplement No. 1 of the Procedural Guide for the Approved Policy and Program, dated February 27, 1957, are eligible to participate with purely local community agencies in a coordinated cash or pledge solicitation.

In each instance, a written certification must be made by the authorized representatives, as indicated in the applicable paragraphs 1 through 4 above, of the recognized agencies to the Chairman of the local Federal Plan Coordinating Committee or, in the absence of such a committee, to the head of the local Federal installation, agency or activity with predominant numerical strength for his coordination with the other local Federal installations, agencies or activities. The certificate will state that the agency as named therein is able to enter into full participation in the conduct of the local campaign and, except for the international relationship voluntary agencies, that it is organized to serve the local community where the Federal civilian or military establishment is located. Such certification will be prima facie evidence of compliance by such agency with the conditions of the Federal service program.

III. SOLICITATIONS IN OVERSEAS AREAS

1. The American National Red Cross
2. The National Voluntary Health Agencies

All recognized national voluntary health agencies listed above in paragraph II. 3.

3. The Federal Service Overseas Fund Campaign (FSOFC)

American-Korean Foundation, Inc.

American Social Health Association

CARE, Inc.

Crusade for Freedom, Inc.

International Social Service, Inc.

National Recreation Association

United Seamen's Service, Inc.

United Service Organizations, Inc. (USO)

IV. GENERAL

a. Responsibility for the uniform application of the approved Federal Service Fund-Raising Policy and Program was decentralized by section 6(a) of the Executive Order. The administration of the policy and program requires that the Chairman of the local

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All Postal Installations

Inauguration of New Airmail Service

West Coast Airlines, Inc.—AM-77

On or about August 1, 1960, West Coast Airlines, Inc., will inaugurate new airmail service at Sun Valley-Hailey-Ketchum, Idaho.

Official cachets will be furnished for the post offices at Sun Valley, Hailey, and Ketchum. The usual philatelic treatment will be provided as outlined in part 145.5 of the Postal Manual.

Patrons desiring to receive the post office cachet should forward their covers as follows:

<i>For dispatch from:</i>	<i>Send covers to:</i>
Sun Valley post office	Postmaster, Sun Valley, Idaho
Hailey post office	Postmaster, Hailey, Idaho
Ketchum post office	Postmaster, Ketchum, Idaho

* * * * *

Ozark Air Lines, Inc.—AM-107

On or about August 1, 1960, Ozark Air Lines, Inc., will inaugurate new airmail service at Galesburg, Ill.

Official cachet will be furnished for the post office at Galesburg. The usual philatelic treatment will be provided as outlined in part 145.5 of the Postal Manual.

Patrons desiring to receive the post office cachet should forward their covers as follows:

<i>For dispatch from:</i>	<i>Send covers to:</i>
Galesburg post office	Postmaster, Galesburg, Illinois

* * * * *

First-flight covers should reach the office applying the cachet at least 5 days prior to flight date.—*Bureau of Transportation, 6-30-60.*

All Post Offices

Medicines Restricted to Greece

The health authorities of Greece prohibit the importation of all proprietary medicines not licensed by the Supreme Board of Hygiene unless a specific shipment is authorized by the Ministry of Social Welfare. It is no longer necessary for addressees to obtain permits for medicines for personal use.

The Directory of International Mail will be amended.—*Bureau of Transportation, 6-30-60.*

Fund-Raising Within the Federal Establishment For the Fiscal Year Ending June 30, 1961

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Federal Plan Coordinating Committee or, in the absence of such committee, the head of the local Federal installation, agency or activity with predominant numerical strength will be responsible to see that voluntary fund-raising is conducted in accordance with the prescribed policies, principles and procedures. Such chairman, or head of the local Federal installation, agency or activity will take the leadership for the coordination and the uniform application of the policy and program among the heads of the other installations, agencies and activities in each local area.

b. Local voluntary agencies which do not solicit as members of a recognized local community chest, united fund or federated group in a federated community or in a coordinated solicitation in a non-federated or mixed area are not eligible for on-the-job solicitations within the Federal establishment under the approved policy and program.

c. The procedures prescribed for truly voluntary giving on the job in the Federal establishment will not be supplemented with raffles, lotteries, carnivals, benefits, and other events of this type.

d. There are many voluntary health and welfare agencies worthy of the support of Federal employees which will not solicit on the job within the Federal establishment. This should not deter employees from making contributions to such agencies off the job should they so desire. Special type solicitations may be authorized under the provisions of the May 12, 1958 memorandum (extract below), for national health, welfare and veterans' organizations that do not come within the provisions of the Federal Service Fund-Raising Policy and Program for on-the-job solicitations in Federal establishments. Coin collectors and similar devices, when used, are permissible only when properly attended by solicitors stationed at the agreed locations.

Extract from the Chairman's memorandum to the Heads of Executive Departments and Agencies, dated May 12, 1958, Subject: "Special Types of Solicitations for Contributions":

"A number of established national health, welfare and veterans' organizations engage in limited or specialized methods for the solicitation of funds at the local community level, in furtherance of their worthy, humanitarian programs. The use of 'poppies' or other similar tokens by established veterans' organizations is an example of a specialized method of solicitation.

* * * * *

"Such established organizations may be permitted to solicit funds by means of a limited or specialized method at entrances, or in concourses or lobbies, of Federal buildings and installations, provided that such locations are normally open to the general public. The head of the agency occupying a Federal building or installation, or the heads where there is multiple occupancy, at his or their discretion may authorize this privilege. In extending this privilege to any such organization, the Federal agency or agencies concerned will enter into an agreement with the local representative of the organization making the request. The agreement shall specify the location or locations at or within the building or installation, the number of solicitors that may be used and any other reasonable limitations considered necessary. Where appropriate, the occupant Federal agency or agencies concerned will coordinate the granting of any such privilege with the building or installation manager.

"This directive does not in any way modify or affect the provisions of the uniform Federal Service Fund-Raising Policy and Program for on-the-job solicitation."

e. Applications for an initial or for the continuation of an independent solicitation privilege will be submitted and filed by eligible national voluntary agencies not later than the first day of March of each year.

OFFICE OF THE CHAIRMAN,
President's Committee on Fund-Raising Within the Federal Service.

FUND-RAISING BULLETIN No. 2

May 20, 1960

Pursuant to section 1(c) of Executive Order 10728, dated September 6, 1957, each recognized and approved national voluntary agency shall be assigned an appropriate period for its on-the-job solicitation. The uniform policy requires that each recognized and approved national voluntary agency, which does not participate in a recognized local united fund, will have an equal opportunity to solicit during an assigned period. Federal departments, agencies, activities and installations will cooperate equally with recognized national voluntary agencies, community chests and united funds during their assigned periods for on-the-job solicitations during the fiscal year ending June 30, 1961.

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All 1st-Class Post Offices

Distribution of POD Publication 13, Mailing Permits

Automatic distribution will shortly be made of revised Publication 13, *Mailing Permits*, to all 1st-class post offices.

This publication consists of excerpts from chapter 1 of the Postal Manual. It is designed to facilitate the handling of patron inquiries on the various mailing permits and privileges particularly as they relate to bulk mailings.

Additional copies of the revised edition of this publication will **NOT** be available.

Dispose of as waste paper all stocks of the previous edition remaining on hand after the supply of the revised publication is received.—*Bureau of Operations, 6-30-60.*

All Post Offices

Unauthorized Requests for Information

It has come to the attention of the Department that some postmasters are receiving requests from a postal supply company for data concerning money orders issued at their offices. All personnel are reminded that they are not authorized to furnish information of this type to firms or to the general public. See 114.3, Postal Manual.—*Bureau of Operations, 6-30-60.*

All Postal Installations

Delay to Airmail

Reports of delay to airmail which are reaching the Department indicate that in many large post offices and AMF's, pouches are not made for destination cities at other points where AMF's are located. It is requested that all airmail units making AMF pouches conduct necessary investigation to determine whether or not direct city pouches would be justified to avoid massing on the AMF at destination. Mail for the local city which is massed on the AMF is frequently missing the vehicle service to the city post office and is therefore delayed.—*Bureau of Operations, 6-30-60.*

Fund-Raising Within the Federal Establishment For the Fiscal Year Ending June 30, 1961

(Continued from p. 5)

I. SOLICITATIONS WITHIN THE UNITED STATES

(Includes the Panama Canal Zone)

1. *The American National Red Cross*

Its traditional fund-raising month of March is reserved for an independent on-the-job solicitation by a local Red Cross chapter not a participating member of a local community chest, united fund, federated group, or coordinated solicitation.

2. *Local Community Chest, United Fund or Federated Group*

The fall of the year period is reserved for a recognized local Community Chest, United Fund or a federated group solicitation.

3. *The National Voluntary Health Agencies*

State or local chapters or affiliates of recognized national health agencies which are not participating members of a recognized local community chest, united fund, federated group, or coordinated solicitation may conduct an independent solicitation during one of the following periods:

a. A six weeks' period beginning on January 1, 1961, and ending February 15, 1961, and concurrently with the recognized international relationship voluntary agencies, where the local Red Cross chapter conducts an independent solicitation during its traditional fund-raising month of March in the local community or area.

b. Any continuous 6 weeks' period between January 1, 1961, and April 30, 1961, and concurrently with the recognized international relationship voluntary agencies, where the local Red Cross chapter is a participating member of a recognized local community chest, united fund, federated group, or coordinated solicitation.

4. *International Relationship Voluntary Agencies*

Duly authorized representatives of recognized international relationship voluntary agencies may conduct an independent solicitation concurrently with the recognized national voluntary health agencies as provided in paragraph 3 above.

5. *Local and National Voluntary Agency Solicitations in a Non-federated Community and in Other Areas*

The fall of the year period is reserved for coordinated cash or pledge solicitations that are conducted in non-federated communities and in other areas as provided in Supplement No. 1 to the Procedural Guide for the Approved Policy and Program, dated February 27, 1957.

II. SOLICITATIONS IN OVERSEA AREAS

1. *The American National Red Cross*

Its traditional fund-raising month of March is reserved for independent solicitation by the American National Red Cross.

2. *The National Voluntary Health Agencies*

The period between January 1 and February 15, 1961, is reserved for the independent solicitations of the recognized national voluntary health agencies.

3. *The Federal Service Overseas Fund Campaign (FSOFC)*

The fall of the year period is reserved for a combined overseas solicitation for the Federal Service Overseas Fund Campaign.

OFFICE OF THE CHAIRMAN,
President's Committee on Fund-Raising Within the Federal Service.

Notices

Partial Revocation of Foreign Fraud Order:

<i>Country and city</i>	<i>Name and address covered by order</i>
Haiti, Port-Au-Prince.....	La Belle Creole, Les Grands Magasins, S.A.; Hotel Choucouke.

Foreign Fraud Orders:

<i>Country and city</i>	<i>Name and address covered by order</i>
Denmark, Copenhagen.....	American Pilots Employment Service, 12 Hans Christian Anderson Boulevard; Thomas Cox, 12 Hans Christian Anderson Boulevard.
Germany, Frankfurt/Main.....	European Employment Service, P.O. Box 3973; Thomas Cox and/or Hank Dawson, P.O. Box 3973; European Advisory Service, P.O. Box 3973; Cox, Thomas, Weserstrasse 31; P.O. Box 3973.

All Post Offices

Insurance Numbers Required on Dispatch Notes

The postal authorities of the Federal Republic of Germany have reported that insured parcels are being received without the insurance numbers being shown on the dispatch notes.

Section 231.621 of the Postal Manual specifies that the accepting clerk shall enter the insurance number in the appropriate space on the dispatch note.

Postmasters are requested to take necessary measures to assure the proper completion of dispatch notes for insured parcels addressed to other countries.—*Bureau of Transportation, 6-30-60.*

All Post Offices

Mailing Address for Collector of Customs, New York, N.Y.

Request has been received from Bureau of Customs that all mail intended for the Collector of Customs at New York be addressed as follows:

Collector of Customs
New York 4, N.Y.

All postmasters will use the above address in transmitting Form 2932, *Register of Customs Collections*; Form 2933, *Register of Uncollected Customs Charges*; Form 2937, *Importer's Objections and/or Lost Mail Entries*; and any other correspondence intended for Collector of Customs at New York.—*Bureau of Finance, 6-30-60.*

All 1st Class Post Offices

Form 3206, Patron's Order for Plain Stamped Envelopes

The Superintendent of Documents recently mailed a quantity of Form 3206 to first-class post offices.

Postmasters at first-class post offices having these forms in their possession should not use them until instructions for their use appear in a future POSTAL BULLETIN.—*Bureau of Facilities, 6-16-60.*

All Postal Installations

Conversions Under Executive Order 10880 (Annual and Hourly Rate Regular Employees)

NOTE: (Instructions for converting *substitute* employees are in POSTAL BULLETIN 20201, June 16, 1960.)

The following instructions and procedures govern the processing of conversions of postal annual and hourly rate regular employees under Executive Order 10880 of June 7, 1960.

Appointing officers will direct their inquiries on these instructions to their respective Regional Operations Directors.

I. BASIC REQUIREMENT FOR CONVERSION TO CAREER APPOINTMENT

A. Basic Eligibility.—Each postal annual and hourly rate regular employee has basic eligibility for career appointment under Executive Order 10880, if and when he meets all the conditions stated below: [EXCEPTION: Persons serving under excepted appointments, postmasters, and rural carriers are not eligible for benefits under this Order.]

1. He was serving in a competitive position under an indefinite appointment or a temporary appointment without a definite time limitation on June 7, 1960. "Status quo" employees shall be considered as serving under indefinite appointments.

2. He completed a total of 3 years in a pay status. This time does not have to be continuous, but does have to be paid time. Nonpaid time is excluded. All employees must have had 2 years of continuous time on the rolls immediately before June 7, 1960. The 2-year requirement is met if the employee was on the rolls from June 9, 1958, through June 6, 1960. Nonpaid time does not affect the employee's eligibility to meet the 2-year requirement. Absence because of military service or a break involving a nonwork day does not interrupt the continuity of time on the rolls.

3. He qualifies, or has qualified, in a suitable civil service commission examination. (See section III.)

4. He is recommended by his appointing officer before June 8, 1961.

B. Effect of Military Service.—An employee who would meet the conditions in A, above, except for absence in the Armed Forces on June 7, 1960, may be eligible for benefits under the order if he:

1. Left a competitive position to enter the armed forces;

2. Is reemployed by an agency in a competitive position within 120 days after discharge under honorable conditions; and

3. Is recommended by such agency within 90 days after his reemployment.

C. Recommendation for Conversion.—Conversions shall be recommended for all eligible employees as soon as practicable but not later than June 7, 1961. Recommendations shall be made without regard to sex. When more than one employee is eligible on the basis of meeting the service requirements, recommendations shall be made and conversions effected according to the total length of postal service. An eligible employee shall not be converted if he requests, in writing, that his conversion not be made. Recommendation for conversion will not preclude appropriate subsequent action should the employee's conduct or performance become unsatisfactory.

D. Career Annual or Hourly Rate Regular Vacancy.—Conversions to career appointments under these instructions may be effected only when career annual or hourly rate regular vacancies are available.

II. SERVICE REQUIREMENTS

A. Service that meets the following requirements is creditable toward the 3-year period:

1. Part-time or when-actually-employed service shall be counted on an actual service basis, including any periods of leave with pay. For this purpose, 40 hours is the equivalent of 1 work week and 2,080 hours is the equivalent of 1 year, except that the service requirement may not be satisfied in less than 3 calendar years.

2. Periods of nonpay status are not creditable.

3. Military service before June 8, 1961, is creditable if the employee left a competitive position to enter the Armed Forces and is reemployed in a competitive position within 120 days after discharge under honorable conditions.

B. Service under an excepted appointment, or in an excepted position, is not creditable under any circumstances.

III. QUALIFICATION IN SUITABLE CIVIL SERVICE EXAMINATION

A. The employee must qualify in a suitable civil service examination, either under 1 or 2, below:

1. **Verification of Claimed Eligible Rating.**—The employee meets the qualification standards for conversion upon verification that he was rated eligible in a competitive civil service examination or was on a civil service register between:

a. January 22, 1955, and June 8, 1960, which was suitable for a position he held during that time; or

b. June 7, 1960, and the date he is recommended for conversion, which is suitable for the position he held on the date of recommendation.

Acceptable evidence of the employee's eligible rating will include:

a. The Commission's notice of rating or an authentic copy thereof; or

b. A civil service register or a certificate of eligibles bearing his name.

If the appointing official cannot verify the claimed rating from local records, he shall ask the appropriate Commission office or Board of Examiners to verify it.

2. **Qualification Through Noncompetitive Examination.**—If an employee's claimed rating in a suitable examination is not verified or if no rating is claimed, request should be made to give him a noncompetitive examination for the position he holds when he is recommended for conversion. Request should be sent to the Commission office or Board of Examiners that normally recruits for such position.

B. Submission of Request.—All requests for verification of claimed ratings, or for noncompetitive examination, must be submitted in duplicate on CSC Form 648. (CSC Form 648, *Recommendation for Conversion to Career Appointment Under Executive Order 10880*, will be available from supply centers at the earliest practicable date.) The appointing officer will complete, on both the original and duplicate forms:

1. The applicable items in Parts A and B; and

(Continued on p. 8)

Conversions Under Executive Order 10880 (Annual and Hourly Rate Regular Employees)

(Continued from p. 7)

2. The employee's name and date of birth in Part C; and
3. Both address boxes.

A completed Standard Form 57 or 60 must be attached in all cases. When a noncompetitive examination is requested and the position title of the job held on the date of recommendation is not self-explanatory, attach a statement of duties or a job description for such position.

The original CSC Form 648, showing the action taken, will be returned to the requesting office.

C. Second Noncompetitive Examination.—If the nominee fails on examination, the appointing officer shall ask the Commission to give one additional examination, within 60 days after notice of failure. The request must be clearly identified as a second request for an examination. It should be sent to the Commission office or Board of Examiners that held the first examination.

IV. OTHER REQUIREMENTS FOR CONVERSION

A. Citizenship.—The employee must meet the citizenship requirements prescribed in chapter A6 of the Federal Personnel Manual on the date of conversion to career appointment (Postal Manual 712.93).

B. Members of Family.—Employees not entitled to veteran preference must meet the members-of-family requirements prescribed in chapter A6 of the Federal Personnel Manual on the date of conversion to career appointment (Postal Manual 712.94).

C. Physical Fitness.—Employees shall not be required to take a physical examination for conversion, since they were required to meet physical requirements under the qualifying appointment. Since a new medical certificate is not required, the appointing officer must insert a statement substantially as follows in the employee's personnel folder: "I certify that a satisfactory medical certificate is on file and that _____

(Name of employee)

is performing the duties of his position officially and without hazard to others."

D. Probationary Period.—Conversions to career appointment under these instructions are subject to the satisfactory completion of a 1-year probationary period. Prior service shall be counted toward completion of probation as provided in chapter S-2 of the Federal Personnel Manual (see page S-2-18, "Service prior to personnel action involving new probationary period"). (Postal Manual 714.223c)

E. Suitability.—Conversions under these instructions are subject to investigation in accordance with the conditions specified in Civil Service Regulation 2.107. The Commission will determine whether the employee meets the standards of personal suitability and may make a personal investigation if necessary. This determination will be made on a post audit basis upon receipt of Form POD 50 covering the conversion.

F. Age.—Age limits do not apply to conversions under these instructions except that an employee may not have his appointment converted to career if he was 70 or over when he received the appointment held on June 7, 1960.

G. Appointed Forms.—Execution of part E of POD Form 61 is required to the extent necessary to determine citizenship in questionable cases, and to determine members-of-family requirements for employees not entitled to veteran preference.

V. RESPONSIBILITY FOR PROCESSING RECOMMENDATIONS AND CONVERSIONS

A. Recommendation for Conversion.—CSC Form 648 will be used to recommend employees for conversion to career appointment. Part A of the form will record the appointing officer's recommendation for conversion and determination that the employee meets the requirements for conversion. The appointing officer will establish or verify the eligibility requirements for conversion stated in sections I, II, and IV of these instructions. He will forward requests for verification or noncompetitive examination to the Commission to establish eligibility in examination, where required by section III, above.

When the appointing officer recommends the employee for conversion, he will complete all applicable items in part A of CSC Form 648. If

the employee meets all requirements for conversion, including qualification in examination where it can be verified from local records, the appointing officer will effect the conversion without reference to the Commission. If a career vacancy is available, Form POD 50 will be executed as directed below. If a career vacancy is not available, conversion to career appointment will be withheld pending such vacancy.

Selection from civil service registers to fill career vacancies will be suspended to the maximum practicable extent until the office involved has more career vacancies than it needs to convert the appointments of employees who meet the general eligibility requirements.

When there are not enough career vacancies in an office to permit conversion of all employees who are otherwise eligible for conversion, the order of conversion to career appointment will be governed by the length of postal field service.

If the appointing officer cannot establish the employee's eligibility in a previous examination, he will request Commission action under section III, above.

Where a career vacancy is not open for an employee who is recommended and approved for conversion, the appointing officer will notify him that:

1. He has been recommended for conversion to career appointment, and
2. If he continues in employment his appointment will be converted to career when a career vacancy is available, provided he meets all the requirements for conversion at that time.

The recommendation for conversion must be filed as a permanent record in the employee's Official Personnel Folder.

B. Execution of Form POD 50.—Form POD 50 should be prepared covering the conversion in accordance with the following:

1. Nature of Action.—Show "Conversion to Career Appointment."
2. Authority.—Cite "Executive Order 10880, dated June 7, 1960" and "D.C. 1059, dated: _____".
3. Effective Date.—The effective date will be the date the employee is placed in a career vacancy.

(Continued on p. 9)

Conversions Under Executive Order 10880 (Annual and Hourly Rate Regular Employees)

(Continued from p. 8)

4. Remarks.—Show:

(a) "Service from _____ (Date)

credited on probation," if a period of prior service is creditable toward probation.

(b) "Probationary period begins _____," and insert the effective date of conversion, if prior service is not creditable toward probation.

5. Complete other items on Form POD 50 under instructions in the Postal Manual covering career appointment.

6. Copies of Forms POD 50 covering these conversions should be submitted to the Civil Service Commission.

C. *Inspection and Correction of Conversion Actions.*—Conversions effected under these instructions are subject to inspection and correction by the Commission. The commission may direct cancellation or correction of any conversion found to have been based upon an erroneous determination by the appointing officer.

VI. STATUS OF EMPLOYEES AFFECTED BY THE ORDER

A. *Displacement.*—Any employee who meets or will meet the service requirements for conversion is not subject to displacement by order of the Commission unless he fails to qualify after recommendation.

B. *Status.*—An employee who is recommended and approved for conversion cannot be given a career appointment until he can be placed in a career annual or hourly rate vacancy. Therefore, a recommended employee does not acquire a competitive status under Executive Order 10880 unless or until the appointing officer converts his appointment to career.

VII. EFFECT OF CONVERSION TO CAREER APPOINTMENT

A. *Order of Entry on the Rolls.*—Employees whose appointments are converted under these instructions must be entered on the rolls as of the effective date of conversion to career appointment. When more than one conversion is effected on the same date, entry on the rolls will be determined by total length of postal field service.

All Post Offices

Stolen Canadian Money Order Forms

Blank Canadian money order forms Nos. A-87,204,755 to A-87,205,000, inclusive, have been reported stolen.

Notice of this theft must be added to the list of stolen Canadian forms at all points of payment.

If any of these forms is presented the postmaster will refuse payment and notify the postal inspector in charge of his district.—*Bureau of Finance, 6-30-60.*

All Post Offices Using Government-Owned Vehicles

Correction of Special Reporting Instructions

Special Reporting Instructions for Period June 25-30, 1960, appearing in POSTAL BULLETIN 20202, June 23, 1960, are revised and clarified as follows:

Forms 4520, *Transfer Order and Voucher*, and 4590, *Summary of Vehicle Use (RS-FI-194)*, for the period June 25 to June 30 will be required of nonpersonnel offices as well as maintenance facility post offices. Form 4580, *Summary of Gasoline and Oil Issued From Stock (RS-FI-193)*, will be required from all facilities having bulk fuel tanks.

Forms 4542, *Maintenance Facility Work Order Summary (RS-FI-192)*, 4580 and 4590 should be used in lieu of Forms 4545, *Work Order, 4506, Issues of Gasoline and Motor Oil at Maintenance Facilities*, and 4570, *Government-Owned Vehicle Time Record*, for the period June 25-30. Regional controllers will combine reports submitted by nonpersonnel and maintenance facility post offices for the two periods, June 25-30 and July 1-22, to obtain totals for Accounting Period I, PFY 1961.—*Bureau of Finance, 6-30-60.*

B. *Retirement Coverage.*—An employee who is given a career appointment under these instructions automatically comes under the Civil Service Retirement Act, if he is not already covered by it. Retirement deductions should start, in such cases, on the first pay period beginning on or after the date of the conversion action.—*Bureau of Personnel, 6-30-60.*

POST OFFICE CHANGES NO. 53

(Ind=Independent for receipt and dispatch of registered and other mail. R=Rural. cl=Class)

COLORADO

Golden: Magic Mountain (R. Sta.), Jefferson County, *estab. 7-16-60.*

FLORIDA

Bradenton: Bayshore Gardens (contract Br.), Manatee County, *estab. 8-1-60.*

Largo: East Bay (Contract Br.), Pinellas County, *estab. 7-17-60.*

West Palm Beach: Inlet (contract Br.), Palm Beach County, *disc. 6-30-60.*

ILLINOIS

Chicago: O'Hare Airport (classified Sta.), Cook County, *estab. 7-1-60.*

KENTUCKY

20-34800 Halls Gap, Lincoln County (4th cl), *disc. 6-30-60.* Mail to Waynesburg (3d cl).

LOUISIANA

Lake Charles: Money Order Unit No. 1, Calcasieu County, *name changed to Chennault Air Force Base Money Order Unit, 7-15-60.*

MAINE

22-47400 Loudville, Lincoln County (4th cl), *disc. 6-30-60.* Mail to Round Pond (4th cl).

Round Pond: Loudville (R. Sta.), Lincoln County, *estab. 7-1-60.*

MASSACHUSETTS

24-26860 Fisherville, Worcester County (3d cl), *name changed to South Grafton with new post office No. 24-74720, 8-1-60.* City delivery established at South Grafton. 8-1-60, incident to consolidation of Fisherville, Farnumsville, and Saundersville post offices. Receipts in excess of \$10,000 per annum.

24-26350 Farnumsville, Worcester County (3d cl), *disc. 7-31-60.* Mail to South Grafton (3d cl).

24-67490 Saundersville, Worcester County (3d cl), *disc. 7-31-60.* Mail to South Grafton (3d cl).

MICHIGAN

Detroit: No. 19 (contract Sta.), Wayne County, *re-estab. 7-1-60.*

MINNESOTA

26-27600 Elba, Winona County (4th cl), *disc. 6-30-60.* Mail to Altura (3d cl). Altura: Elba (R. Sta.), Winona County, *estab. 7-1-60.*

NEW JERSEY

Clementon: Pine Hill (contract Br.), Camden County, *status changed to Pine Hill (classified Br.), 7-1-60.*

NEW YORK

Westhampton Beach: Money Order Unit No. 1, Suffolk County, *name changed to Suffolk County Air Force Base Money Order Unit, 7-11-60.*

35-40250 Hulberton, Orleans County (4th cl), *disc. 6-30-60 in POSTAL BULLETIN 6-23-60 is RESCINDED.*

NORTH CAROLINA

Lenoir: Legerwood (R. Sta.), Caldwell County, *disc. 6-30-60.*

TEXAS

Killeen: Money Order Unit No. 1, Bell County, *name changed to Gray Air Force Base Money Order Unit, 7-15-60.*

Harlingen: Money Order Unit No. 1, Cameron County, *name changed to Harlingen Air Force Base Money Order Unit, 7-15-60.*

(Continued on p. 10)

All Postal Installations

Property Accounting

The following summarizes current instructions for postmasters and heads of other postal activities to complete the initial inventory and to start operation of the property records system as of June 30, 1960. The term "property" refers only to items of capital equipment which have been assigned property code numbers for recording and reporting on designated documents.

A. Completing Initial Inventory

1. *Reports.*—All activities, except fourth-class post offices, will submit the following reports to their regional controller by July 15, 1960:

a. Form 926 (Nov. 1959), *Record of Fixed Property Changes* (RS-FI-162), showing all additions, transfers to or from other offices, or deletions of capital equipment from date of original inventory report through 6-30-60.

b. Form 927 (Jan. 1960), *Property Changes in Excess and Use-Status* (RS-FI-172), covering changes from *in use* to *excess* status (or vice versa) of any capital equipment item *between date of submitting original inventory and 6-30-60.*

2. *Cashbook.*—At fourth-class post offices only, complete the record of Government property in the back of new cashbook Form 1551. No reports are required at this time.

POST OFFICE CHANGES NO. 50

(Continued from p. 9)

TEXAS

Houston: No. 22 (contract Sta.), Harris County, *estab.* 7-15-60.

Laredo: Money Order Unit No. 1, Webb County, *name changed* to Laredo Air Force Base Money Order Unit, 7-15-60.

Del Rio: Money Order Unit No. 1, Val Verde County, *name changed* to Laughlin Air Force Base Money Order Unit, 7-15-60.

VIRGINIA

Arlington: No. 9 (contract Sta.), Arlington County, *estab.* 7-1-60.

51-35340 Gholsonville, Brunswick County (4th cl), *disc.* 6-30-60. Mail to Brodnax (3d cl).

WASHINGTON

Coulee City, Grant County: Mold (Ind. R. Sta.), Douglas County, *disc.* 6-30-60.

INTERNATIONAL MONEY ORDER BUSINESS

CALIFORNIA: Forestville (*disc.* 6-24-60)

ILLINOIS: Dunlap, Sandoval (*disc.* 6-24-60)

MICHIGAN: Mohawk, Rock (*disc.* 6-24-60)

PENNSYLVANIA: Croydon (*estab.* 7-1-60)

VIRGINIA: Wise (*disc.* 7-1-60)

B. Report of Property Changes.—All activities, including fourth-class post offices will use new June 1960 edition of Form 926, *Record of Fixed Property Changes—Capital Items* (RS-FI-162), to report any changes which increase or decrease your accountability for capital equipment after 6-30-60. Maintain in duplicate and post all changes daily. Submit original with Statement of Account and retain duplicate with your amended machine listing (Tab List) of property on hand. First-class offices submit each accounting period and other offices each postal quarter. At fourth-class post offices do not submit Form 926 where there are no changes during the postal quarter.

C. Property Additions, Transfers, and Deletions

1. Effective 7-1-60 all movements of capital equipment in or out of a postal activity will be accomplished by one of the following documents:

Form No.	Function	Sign and submit copy No.
339	Shipment from Capital Equipment Warehouse or, infrequently, from a Supply Center	3
340	Transfer of property between postal activities:	
	a. Shipping office	3
	b. Receiving office	1
381	Shipment from manufacturer's stock	* 2
969	Record of sale, destruction, donations, or trade-in of capital equipment	1
4709	Shipment direct from vendor to single destination	* 5
4762	Shipment direct from vendor to multiple destination	* 1
SF 147	Authorized local procurement	3

2. Promptly upon receipt or release of any property:

a. Sign the designated copy of the receiving, transfer, or disposal form listed above and submit to your regional controller, except for asterisk items, which are marked to be sent to Division of Accounting, Bureau of Finance, Washington 25, D.C.

b. Record the addition or deletion on Form 926 (June 1960) and the machine listing of your property inventory furnished by the regional controller.

c. For additions, affix identification pressure sticker to property showing (1) Property Code Number, (2) Post Office Item Number, and (3) Fiscal Year of Acquisition.

D. Reporting Excess Property

1. At all activities after 6-30-60, except fourth-class post offices, use Form 964 (June 1960), *Property Tag (Excess)*, to identify and segregate any property item declared excess to the requirements of the activity. A tag number is entered on each Form 964 locally to identify and control the disposition action.

2. Detach the card portion of Form 964 and record on report Form 927 (June 1960), *Fixed Property Changes in Use-Status* (RS-FI-172), in duplicate. Retain Forms 964 with duplicate of Form 927 and submit original to regional controller. Any first-class officer finding a significant amount of excess property, should submit Form 927 as often as the volume warrants. Other offices report their findings at least once each postal quarter. Negative or "no change" reports *are not* required.

E. Forms

1. Revised Form 969 (June 1960), *Disposal of Unserviceable Personal Property* (RS-FA-13), will be available from supply centers shortly. Requisition suitable supply for a year's use.

2. Form 73, *Equipment Requisition*, is being revised to provide a space for post office number. Pending availability of this form post offices should include their office number at the right of the office name space.—*Bureau of Finance, 6-30-60.*

*All Postal Installations***Dispatch Records for Registered Mail**

There was published in the POSTAL BULLETIN of February 18, 1960, a notice incorporating illustrations of revised Form 3830, *Receipt for Registry Dispatch*, and revised Form 3851, *Registry Dispatch Record*, and containing instructions as to their use.

We have recurring questions and reports suggesting that the use of these forms may not be fully understood. The following additional information is, therefore, furnished:

1. Form 3830 does not supplant the use of manifold registry dispatch bills, Forms 3852, 3853 or 3854. These dispatch bills should continue to be used as in the past, particularly where the receiving postal unit has requested that two copies of the dispatch bill accompany each dispatch to facilitate transfer to the registry section.

*All Post Offices***Excess Equipment**

Approximately 400 sorting cases and tables, Item 105-B, are immediately available at one of the larger post offices, having been replaced with mechanized equipment under the Department's modernization program. These cases can be used at large post offices considering re-

2. Where dispatch bills are now being used and there is no request for furnishing an extra copy, consideration should be given to using Forms 3830 and 3851 in the manner described in the POSTAL BULLETIN of February 18.

3. Revised Form 3830 must always be used in conjunction with Form 3851. When used together, Form 3851 becomes the dispatching office record and Form 3830 is completed simultaneously by carbon process.—*Bureau of Operations, 6-30-60.*

sion of city delivery schemes or at any small office having need for a case for forms storage, general delivery, held matter, etc. A description of the item is given below.

City Delivery Circular Case and Table No. 105-B, 48 pigeon holes, 8 wide by 6 high; separations 6" wide, 6" high, 18" deep (*open through—no back*); overall dimensions, 51⁷/₁₆" wide, 31¹/₄" deep, 70¹/₈" high; table is 28" high, has a 12" ledge and end curbs. Cases are constructed of steel, finished in modern colors and are in excellent condition. Upper left hand pigeon hole is divided into two equal parts, thus making item slightly non-standard (49 separations).

Postmasters desiring this item should forward requisition on Form 73 to their postal installations manager for approval and reference to the Bureau of Facilities, Division of Supplies, Property Disposal Specialist. Mention should be made on the requisition of this notice.—*Bureau of Facilities, 6-30-60.*

**THE SUGGESTION HABIT
PAYS DIVIDENDS**

All Post Offices

Warning Notice—Unrecovered Stolen Money Order Forms

This current list is to be posted and used by window clerks. Destroy all previous notices.

1-55,174,898 to 1-55,175,000	6- 2,041,698 to 6- 2,042,000	8- 42,646,047 to 8- 42,646,100
1-62,646,546 to 1-62,646,600	6- 6,731,454 to 6- 6,731,500	8- 43,120,001 to 8- 43,120,300
1-72,272,394 to 1-72,272,500	6-43,599,985 to 6-43,600,000	8- 43,737,320 to 8- 43,737,450
1-72,274,157 to 1-72,274,500	6-46,096,793 to 6-46,097,000	8- 90,336,575 to 8- 90,336,800
1-73,271,270 to 1-73,271,300*	6-50,691,515 to 6-50,692,000	9- 26,024,045 to 9- 26,024,300
1-85,848,756 to 1-85,848,800	6-56,161,641 to 6-56,161,700	9- 27,991,679 to 9- 27,991,692
1-86,256,184 to 1-86,256,212	6-56,395,957 to 6-56,396,000	9- 27,993,371 to 9- 27,993,394
1-88,435,800 to 1-88,435,917	6-63,790,864 to 6-63,791,000	9- 40,130,108 to 9- 40,130,500
2-40,244,413 to 2-40,244,500	6-63,826,501 to 6-63,827,000	9- 45,273,801 to 9- 45,274,000
2-58,970,519 to 2-58,970,549	6-71,875,655 to 6-71,875,700	9- 52,658,671 to 9- 52,659,000
2-58,970,672 to 2-58,971,000	6-76,825,338 to 6-76,825,500	9- 75,444,064 to 9- 75,444,250
2-68,043,357 to 2-68,044,000	6-81,734,983 to 6-81,735,000	9- 75,924,935 to 9- 75,925,000
2-71,692,868 to 2-71,700,000	6-82,916,303 to 6-82,916,366	9- 76,110,986 to 9- 76,111,000
2-83,792,001 to 2-83,792,200	6-82,967,687 to 6-82,968,000	9- 82,407,523 to 9- 82,408,000
2-86,242,903 to 2-86,242,975	6-84,235,483 to 6-84,235,550	9- 83,240,451 to 9- 83,240,500
3- 3,763,360 to 3- 3,763,376	6-84,756,850 to 6-84,757,200	9- 84,125,201 to 9- 84,125,600
3- 7,500,807 to 3- 7,501,000	6-86,132,397 to 6-86,133,000	9- 90,657,594 to 9- 90,657,611
3- 7,500,807 to 3- 7,501,000	6-90,128,338 to 6-90,128,346	10-42,063,401 to 10-42,064,000
3-27,670,091 to 3-27,670,300	6-90,128,367 to 6-90,128,406	10-42,068,001 to 10-42,068,300
3-68,908,901 to 3-68,909,200	6-90,128,411 to 6-90,128,740	10-42,703,388 to 10-42,703,400
3-70,355,884 to 3-70,355,900	6-91,266,956 to 6-91,267,000	10-42,745,567 to 10-42,745,572
3-71,677,339 to 3-71,677,352	6-91,499,083 to 6-91,499,300	10-43,465,801 to 10-43,466,000
3-87,114,633 to 3-87,114,700	6-92,627,601 to 6-92,627,900	10-71,180,125 to 10-71,180,500
3-87,510,761 to 3-87,511,200	7-26,000,499 to 7-26,000,700	10-86,936,101 to 10-86,936,500
3-90,898,822 to 3-90,898,854	7-31,109,881 to 7-31,110,000	10-88,348,647 to 10-88,348,800
3-90,956,890 to 3-90,957,000	7-32,868,555 to 7-32,868,569	10-88,457,001 to 10-88,457,300
3-92,399,801 to 3-92,399,950	7-33,955,352 to 7-33,955,600	10-88,976,018 to 10-88,976,500
4-29,713,945 to 4-29,714,000	7-35,123,917 to 7-35,124,000	10-89,717,483 to 10-89,717,499
4-35,270,001 to 4-35,274,000	7-43,399,101 to 7-43,400,000	10-89,849,324 to 10-89,850,000
4-41,718,801 to 4-41,719,000	7-45,468,426 to 7-45,468,441	10-91,606,129 to 10-91,606,500
4-44,427,287 to 4-44,428,000	7-45,491,813 to 7-45,492,000	10-91,913,370 to 10-91,913,500
4-53,925,001 to 4-53,925,047	7-45,959,726 to 7-45,960,000	10-92,874,553 to 10-92,874,600
4-57,039,600 to 4-57,039,625	7-50,272,592 to 7-50,273,000	10-92,976,037 to 10-92,976,200
4-57,792,089 to 4-57,792,100	7-50,290,001 to 7-50,290,800	10-93,752,270 to 10-93,754,000
4-66,116,586 to 4-66,116,683	7-51,531,913 to 7-51,532,000	11-13,270,807 to 11-13,271,000
4-82,722,161 to 4-82,722,300	7-51,787,001 to 7-51,788,000	11-81,181,782 to 11-81,182,000
4-83,504,212 to 4-83,504,400	7-54,546,137 to 7-54,546,500	11-81,932,188 to 11-81,932,500
4-83,864,750 to 4-83,864,800	7-54,686,433 to 7-54,686,450	11-82,496,198 to 11-82,496,200
4-86,447,314 to 4-86,447,400	7-58,700,576 to 7-58,701,000*	11-82,724,382 to 11-82,725,000
4-87,274,801 to 4-87,275,000	7-59,597,750 to 7-59,598,000	11-83,284,001 to 11-83,284,200
4-90,701,489 to 4-90,702,000	7-59,680,667 to 7-59,680,700	11-84,843,055 to 11-84,843,400
5-34,917,870 to 5-34,917,900	7-59,683,980 to 7-59,684,000	11-85,715,958 to 11-85,716,000
5-42,300,777 to 5-42,300,800	7-87,356,570 to 7-87,356,605	11-87,177,543 to 11-87,178,000
5-73,965,631 to 5-73,965,650	7-88,287,830 to 7-88,287,851	12- 244,493 to 12- 244,578
5-74,030,082 to 5-74,030,200	7-90,026,757 to 7-90,027,000	12- 4,510,001 to 12- 4,510,041
5-74,971,207 to 5-74,971,344	7-90,797,344 to 7-90,798,000	12- 4,565,279 to 12- 4,565,400
5-75,693,033 to 5-75,693,067	7-90,821,032 to 7-90,821,200	12-11,952,444 to 12-11,952,499
5-75,406,301 to 5-75,406,600	7-91,060,582 to 7-91,060,800	12-13,242,148 to 12-13,242,500
5-76,095,112 to 5-76,095,150	7-91,249,493 to 7-91,249,700	12-13,481,100 to 12-13,481,300
5-76,965,742 to 5-76,965,850	7-91,272,319 to 7-91,274,000	12-15,670,038 to 12-15,670,500
5-77,657,318 to 5-77,657,407	7-91,510,301 to 7-91,510,500	12-20,446,014 to 12-20,446,500
5-78,173,801 to 5-78,174,050	7-91,776,601 to 7-91,776,700	12-24,983,586 to 12-24,983,593
5-78,406,375 to 5-78,406,500	8- 6,589,683 to 8- 6,590,000	12-64,371,988 to 12-64,372,000
5-79,298,576 to 5-79,298,586	8-12,995,186 to 8-12,995,190	12-75,275,539 to 12-75,276,000
5-79,691,307 to 5-79,691,400	8-24,310,998 to 8-24,311,500	12-75,286,401 to 12-75,288,000
5-81,962,196 to 5-81,962,500	8-27,810,206 to 8-27,811,000	12-80,699,340 to 12-80,699,399
5-97,851,229 to 5-97,852,000	8-38,940,744 to 8-38,941,000	12-85,569,046 to 12-85,569,300
6- 528,865 to 6- 528,999	8-39,523,801 to 8-39,524,000	13-11,078,467 to 13-11,078,500
6- 1,350,112 to 6- 1,350,500	8-40,353,101 to 8-40,353,200	13-19,364,001 to 13-19,364,500
	8-40,672,046 to 8-40,672,061	14- 4,581,379 to 14- 4,581,400
	8-42,158,272 to 8-42,158,300	

*Published for first time.

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