

Directives and Forms Catalog

Publication 223, June 1999

Updated With Postal Bulletin Revisions Through September 5, 2002

UPDATE NOTICE

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Publication 223, *Directives and Forms Catalog*

Changes made to Publication 223 in the *Postal Bulletin* since June 1999 are as follows:

- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22084, September 5, 2002
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22082, August 8, 2002
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22080, July 11, 2002
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22078, June 13, 2002
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22075, May 2, 2002
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22069, February 7, 2002
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22065, December 13, 2001
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22060, October 4, 2001
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22058, September 6, 2001
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22051, May 31, 2001
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22047, April 5, 2001

- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22045, March 8, 2001
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22044, February 22, 2001
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22041, January 11, 2001
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22038, November 30, 2000
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22034, October 5, 2000
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22032, September 7, 2000
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22030, August 10, 2000
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22028, July 13, 2000
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22025, June 1, 2000
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22023, May 4, 2000
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22022, April 20, 2000
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22020, March 23, 2000
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22019, March 9, 2000
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22016, January 27, 2000
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22014, December 30, 1999

- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22012, December 2, 1999
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22010, November 4, 1999
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22008, October 7, 1999
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22006, September 9, 1999
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22004, August 12, 1999
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22002, July 15, 1999
- Incorporated the Directives and Forms Update article in *Postal Bulletin* 22000, June 17, 1999

Directives and Forms Catalog

Publication 223

June 1999

- 1. Purpose.** This catalog lists all national Postal Service directives and forms, as well as non-postal government forms and documents used by the Postal Service. This is a complete revision of the November 1997 edition, which should be recycled. Interim changes appear regularly in the *Postal Bulletin* under "Directives and Forms Update." This issue contains all of the revisions published in the *Postal Bulletin* through May 20, 1999.
- 2. Directives and Forms Management.** Management Instruction (MI) AS-310-96-3, *Management of Policy and Procedure Information — Paper and On-Line*, contains the policy and procedures for originating, developing, revising, and managing directives and forms. For a further explanation of the policy on directives and forms, see the *Administrative Support Manual (ASM)* 31, "Directives," and ASM 32, "Forms Management." For the clearance of local forms, see ASM 325.12.
- 3. Requisition.** To obtain a copy, postal employees must submit PS Form 7380, *MDC Supply Requisition*, to the Material Distribution Center. Private citizens also must contact the Material Distribution Center. Complete ordering information is included in Chapter 1.
- 4. Electronic Documents.** Publication 223 also lists documents available electronically via the Postal Service's Intranet, local area networks, and World Wide Web.
- 5. Questions and Comments.** Originating organizations are responsible for notifying Corporate Publishing and Information Management when documents are out of date or superseded. If you find obsolete directives or forms listed in this catalog, or would like to make suggestions and comments about this catalog, please send them to:
PUBLICATION 223 EDITOR
CORPORATE PUBLISHING AND INFORMATION MANAGEMENT
US POSTAL SERVICE
475 L'ENFANT PLZ SW RM 5540
WASHINGTON DC 20260-5540
- 6. Cancellations.** All previous issues of Publication 223 are obsolete.
- 7. Effective Date.** This publication is effective June 1999.



Richard D. Weirich
Vice President
Information Systems

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1 How To Use This Catalog

What is Listed in This Catalog

Postal Service Directives (Chapter 2)

Directives are documents that contain statements of policy or procedure meant to guide Headquarters, field organizations, or the public. They make available the types of information the Postal Service needs to manage for legal, contractual, and business purposes, and include handbooks, headquarters circulars, kits, labels, management instructions, manuals, notices, the *Postal Bulletin*, posters, publications, signs, and tags.

Chapter 2 lists directives numerically by document identifier. There is also a list of directives that are free to the public.

Postal Service Forms (Chapter 3)

Postal Service forms are documents — both printed and electronic — used for collecting, sorting, transmitting, and recording data.

Chapter 3 lists all forms numerically by Postal Service Identification Number (PSIN). This catalog does not list forms designed by field units.

International Documents (Chapter 4)

Chapter 4 consolidates international postal documents into a list cross-referenced by Postal Service Identification Number (PSIN) and Universal Postal Union number.

Miscellaneous Postal Service and Non-Postal Government Documents (Chapter 5)

USPS Documents

Chapter 5 lists some miscellaneous Postal Service documents that are not directives such as the *Annual Report of the Postmaster General*.

Non-Postal Government Documents

Chapter 5 also lists non-postal government documents that are widely used in the Postal Service. These documents usually have an identifier that shows their source, for example, OPM (Office of Personnel Management) Form 1555.

Alphabetical Listing of Documents (Chapter 6)

Chapter 6 lists all documents alphabetically by title that are listed in Chapters 2–5.

Subject Matter Index (Chapter 7)

Chapter 7 is a subject matter index of all documents listed in Chapters 2–5.

How to Find What You Need

Postal Service Identification Number (PSIN)

If you know the Postal Service Identification Number (PSIN) of the document you need (for example, HBK F-12 or PS Form 3971), look it up in Chapters 2, 3, 4, or 5.

Title

If you know only the title of the document, look it up in Chapter 6, Alphabetical Listing of Documents.

Subject Index

If you are investigating a topic but do not know the specific document you need, look up a key word in Chapter 7, Subject Matter Index.

Example: A Postal Service employee who is relocating and is not sure about relocation procedures would look up “relocation” in the index and find the keyword “guidelines,” which is cross-referenced to HBK F-12, *Relocation Policy*. The employee would also find the keyword “real estate expenses,” which is cross-referenced to PS Form 4877, *Reimbursement of Real Estate Expenses — Change of Official Station*.

What the Column Headings Mean

Postal Service Identification Number (PSIN)

The *Postal Service Identification Number (PSIN)* is the document’s identifier, and includes a prefix (listed below) and a unique number (for example, PUB 223). Documents that belong to other government agencies are identified by

their prefix. The PSIN or government prefix and number must be used when ordering a document.

ATF	Bureau of Alcohol, Tobacco, and Firearms
CA	Department of Labor
FBI	Federal Bureau of Investigation
HBK	Postal Service Handbook
HC	Postal Service Headquarters Circular
IRS	Internal Revenue Service
KIT	Postal Service Kit
LAB	Postal Service Label
MAN	Postal Service Manual
MI	Postal Service Management Instruction
MOP	Memorandum of Policy
NOT	Postal Service Notice
OF	Optional (U.S. Government) Form
OMB	Office of Management and Budget
POS	Postal Service Poster
PS	Postal Service Form
PUB	Postal Service Publication
SF	Standard (U.S. Government) Form
SGN	Postal Service Sign
SSS	Selective Service System
TAG	Postal Service Tag
TSP	Thrift Savings Plan
TUS	Department of the Treasury
X	Temporary or experimental directive or form. If the directive or form is adopted or reprinted, the X is dropped.

Transmittal Letter

The Postal Service revises some handbooks and publications by issuing *transmittal letters* (TLs). The TL number is the latest revision. For some revisable directives, the TLs have been combined. For example, TL 4-7, 10/70, means that transmittal letters 4 through 7 were combined in the 1970 reprinting.

Edition Date/Oldest Usable Date

The *edition date* shows when the document was last issued. If the directive is nonrevisable (issued completely each time), the date of the current issue is shown. Some forms are revised with only minor changes; the *oldest usable date* column shows the oldest edition of that form that you may use.

Title

The *title* column lists the document's complete title. It may also show the number of pages or type of document (pad, 5-part set, etc.).

Stock Number

The *stock number* (sometimes called the NSN or national stock number) is the number the Postal Service and the federal government use to stock and supply documents. This number must be used when ordering a document. Some documents do not have a stock number; in those instances, N/A is used.

Where Used (for forms only)

The *where used* column identifies the primary users of the form.

AC	Air Carrier
AE	Air Exchange Office
AM	Airport Mail Facility
AO	Associate Office
AR	Area Office
BC	Bulk Mail Center
CA	CAG A–G Post Offices
CD	Customer Service and Sales District
CE	Facility Service Center
CR	Post Offices with City and Rural Delivery
DN	Distribution Networks Office
HQ	Headquarters
IC	Inspector-in-Charge
MB	Mailbag Depository and Repair Center
MC	Management Sectional Center
MD	Material Distribution Center
PC	Processing and Distribution Center
PE	Postal Employee Development Center
PH	Purchasing Service Center
PO	All Post Offices
PS	Postal Service-wide
PU	Public
PV	Post Offices with Vehicles
SC	Information Service Center
SD	Postal Source Data System (PSDS) Office
SO	Purchasing and Materials Service Centers
TC	National Test Administration Center
TO	Transfer Post Offices
VM	Vehicle Maintenance Facilities
XO	Surface Exchange Offices

Unit of Issue

The *unit of issue* column tells the format of the document (set, sheet, book, etc.) and whether you order it one copy at a time (EA or SH) or in a pad or set.

BK	Book (number of units in book is shown)
BX	Box (number of units in box is shown)
CTN	Carton (number of units in carton is shown)
EA	Each (published as a single card, label, mailer, postal card, tab card, or tag)
HD	Hundred (number of items in package)
PD	Pad (number of sheets in pad is shown)
PG	Package
RL	Roll
SE	Set (number of sheets in set is shown)
SH	Sheet (either a single "cut sheet" or one-part continuous)

Manual Relation

The *manual relation* column identifies the Postal Service policy to which the document relates.

ASM	Administrative Support Manual
DMM	Domestic Mail Manual
ELM	Employee and Labor Relations Manual
FMM	Financial Management Manual
IMM	International Mail Manual
N/A	Not applicable (does not have a manual relation)
PM	Purchasing Manual
POM	Postal Operations Manual

Organization

The *organization* (org.) column lists the originating organization of the form or directive. If you have a question about the document, consult this Headquarters organization.

CA	Consumer Advocate
D&R	Delivery & Retail
DP&P	Delivery Policies and Programs
DIV	Diversity Development
ENG	Engineering
ERM	Employee Resource Management
FAC	Facilities
FIN	Finance
GC	General Counsel
GR&PP	Government Relations and Public Policy
IB	International Business
IG	Inspector General
IS	Inspection Service
IT	Information Technology
JD	Judicial Officer
LR	Labor Relations

MKT	Marketing
NOM	Network Operations Management
O	Operations
P	Packages
P&PD	Pricing and Product Design
PA&EC	Public Affairs and Employee Communications
PD	Product Development
PM	Purchasing and Materials
PMG	Postmaster General
RET	Retail Consumer and Small Business
SMD	Service Market Development

USPS Source

The *USPS source* column lists the postal supply source for the document. Most directives and forms are ordered from the Postal Service Material Distribution Center (MDC) in Topeka, Kansas. A complete list of Postal Service source codes can be found in “How To Order the Document You Need” on pages 8–13.

Public Source

The *public source* column shows whether or not the document is available to the public and where to get it. A complete list of public source codes can be found in “How To Order the Document You Need” on pages 8–13.

Electronic Documents

Many Postal Service directives and forms are available in electronic media. Where applicable, electronic source codes have been added to this catalog, as explained in “How to Order the Document You Need” on pages 8–13.

FormFlow 99 Filler

FormFlow 99 Filler is the corporate standard for automated forms. This software provides streamlined functionality for calculations; the much-needed spell check feature; the ability to e-mail forms and/or data from within the software; tabbing functionality for visually impaired users; detailed help for filling each area of a form; and the ability to save the data in a variety of formats, including XML.

The company that developed FormFlow 99 Filler is going through a name change. The original name was JetForm Corporation, the new name is Accelio Corporation. In addition to changing the corporate name, the company is also changing the software name. FormFlow 99 Filler has been renamed to Accelio Capture Client.

The Postal Service has a corporate license for FormFlow 99 Filler (Accelio Capture Client) software. This includes the right to copy and distribute to all Postal Service employees and contractors for Postal Service business purposes.

Obtain copies of the forms and/or FormFlow 99 Filler software from the following sources:

- Postal Service Intranet (<http://fcsc.usps.gov/lanpub/formflow.htm>).
- General Technology Inc.: 800-989-5484 (charges a disk duplication fee).
- Your local IT manager (at Headquarters, call the Help Desk: 202-268-5588).
- Customer Support, Field Operation Support Services: 800-877-7435 (option 5, option 0).

The following related documents are included with the software and forms:

- FormFlow99FormList.pdf: List of current automated forms, including edition date.
- FormFlow99HotTips.pdf: Reference sheet providing tips and shortcuts for various software and functionality of various related forms.

F3Fill (TransFORM)

FormFlow 99 Filler has replaced F3Fill as the Postal Service corporate standard for the automation of postal forms. F3Fill was state-of-the-art, but was unable to keep up with the quickly changing IT industry.

Currently deployed versions of the F3Fill software and forms may still be used. However, no new copies of F3Fill can be installed. Forms currently available in F3Fill are being converted to the new standard. As these forms are completed, they will become available for Postal Service use. F3Fill will coexist with the new automated standard until the conversion is complete.

To request that a form be automated or to request enhancements to an existing automated form, send an e-mail message to Forms Management at formsma@email.usps.gov.

Internet

The Postal Service has a strong presence on the internet through the U.S. Postal Service home page (www.usps.com). Many Postal Service directives and forms, including the *Postal Bulletin*, are available to the public, free of charge.

Intranet

The Postal Service maintains an intranet for postal employees at blue.usps.gov. Postal Service directives and forms, including the *Postal Bulletin*, can be found by choosing "Policy and Procedures" on the home page. Many directives and forms are linked to departmental home pages.

Postal Explorer

Postal Explorer is an easy-to-use corporate electronic information tool that provides state-of-the-art search capabilities across large amounts of information. It includes postal manuals and publications, domestic and international rate calculators, postal zone charts, and internet links. Postal Explorer is designed to provide fast, convenient access to business process information to better serve customers and promote sales opportunities.

Postal Explorer is available to employees who can access the Postal Service Intranet and the Headquarters and field local area networks. It is also on CD-ROM for national account managers, account representatives, and selected post offices. Contact your Information Systems manager for more information about Postal Explorer.

How to Order the Document You Need

Postal Service Employees

To order a form or directive, you need to know the supply source (where you actually order the item from). Use the Postal Service source column in Chapters 2, 3, and 4 to determine the supply source code of the directive or form that you wish to order. These codes are explained on pages 9–12. For supply source codes of non-postal documents (for example, GAO — the General Accounting Office), consult the GSA Supply Catalog or your local federal procurement office.

- Be sure to send the appropriate order form to the supply source shown for the document. Do not send it to Policies and Procedures Information at Headquarters.
- Attach a routing slip or memo to the form if you wish to explain your request. Do not write notes on the form itself.
- Include your FEDSTRIP and finance number(s).

The Material Distribution Center (MDC) and GSA have touch tone telephone ordering systems. For information on the MDC touch tone order entry (TTOE) system, call 800-332-0317. For information on GSA's system, call 800-488-3111.

Many forms are also available in automated versions. See "Electronic Documents" on page 6.

Non-Postal Service Individuals

To order a directive you need to know the supply source (where you actually order the item from). There may be a charge for these documents and some are not available to the public.

Use the Public Source column to determine the public supply source code of the directive or form that you wish to order. These codes are explained in the table on pages 9–12, which also provides ordering information.

Your local Post Office should have directives that are free to the public in stock. Call the postmaster for details. Items that are not stocked at local Post Offices can be ordered by your postmaster from various sources.

Bulk orders for Postal Service forms must be made through the Postal Business Centers. A complete list of Postal Business Centers begins on page 15.

Supply Source Codes

Supply Source	Postal Employee	Non-Postal Individual
ASC	St. Louis Accounting Service Center (on-line)	N/A
BMC	Bulk Mail Center	N/A
CFS	Computer Forwarding Sites	N/A
CUS	Bureau of Customs Treasury Department 1301 Constitution Ave Washington DC 20229-0002 Telephone: 202-927-6724	N/A
DNO	Distribution Networks Office	N/A
EASC	Eagan Accounting Service Center US Postal Service 2825 Lone Oak Parkway Eagan MN 55121-9600 Telephone: 651-406-1474 FAX: 651-406-2782	N/A
EPM	Express and Priority Mail Supply Center US Postal Service 5636 Kopetsky Dr Indianapolis IN 46217-9611 Telephone: 800-610-8734 FAX: 800-270-6233	Express and Priority Mail Supply Center US Postal Service 5636 Kopetsky Dr Indianapolis IN 46217-9611 Telephone: 800-610-8734 FAX: 800-270-6233
F3	F3 Fill Software	N/A
FF	FormFlow 99 Filler	N/A
FMS	Facilities Management System (on-line)	N/A
GAO	US General Accounting Office PO Box 6015 Gaithersburg MD 20884-6015 Telephone: 202-512-6000 FAX: 301-258-4066	N/A
GPO	Superintendent of Documents US Government Printing Office ATTN Mail Stop SSOP 710 N Capitol St NW Washington DC 20402-9325 Telephone: 202-512-1800 FAX: 202-512-2250	Superintendent of Documents US Government Printing Office ATTN Mail Stop SSOP 710 N Capitol St NW Washington DC 20402-9325 Telephone: 202-512-1800 FAX: 202-512-2250
GSA	GSA/NCSC 6FR 1500 E Bannister Rd Kansas City MO 64145-4805 Telephone: 800-488-3111 FAX: 816-926-6952	N/A

Supply Source Codes

Supply Source	Postal Employee	Non-Postal Individual
HCS	Host Computing Services US Postal Service 2825 Lone Oak Parkway Eagan MN 55121-9300 Telephone: 651-406-1000 FAX: 651-406-2890	N/A
HQO	Headquarters originator. See HQO Supply Source exhibit on page 12.	Headquarters originator. See HQO Supply Source exhibit on page 12. Some documents may not be available to the public.
HQS or MDS	Headquarters postal employees order from: Supply Unit Rm 1P205 Telephone: 202-268-4768	N/A
ICO	International Claims and Inquiry Office	N/A
IRS	Internal Revenue Service Central Area Distribution Center Forms and Publications PO Box 8903 Bloomington IL 61702-8903 Telephone: 800-829-3676	Internal Revenue Service Central Area Distribution Center Forms and Publications PO Box 8903 Bloomington IL 61702-8903 Telephone: 800-829-3676
ITSC	Information Technology Service Center US Postal Service 2825 Lone Oak Parkway Eagan, MN 55121-9200 Telephone: 651-406-2285 FAX: 651-406-2758	N/A
IWEB	USPS Intranet: http://blue.usps.gov/cpim	N/A
LOC	Reproduced locally as needed.	N/A
MDC	Material Distribution Center US Postal Service 500 SW Gary Ormsby Drive Topeka KS 66624-9998 Telephone: 800-332-0317 FAX: 785-861-2939	Call Materials Customer Service at 800-332-0317. They will provide information on availability, price, and ordering directions.
MDH	Material Distribution Centers and HQ Originator (HQ use only). See HQO and MDC.	N/A
N/A	Not available to postal employees.	Not available to the public.
NARA	National Archives and Records Administration 7th and Pennsylvania Ave NW Washington DC 20408-0001	N/A
NCS	National Customer Support Center US Postal Service 6060 Primacy Pkwy Ste 101 Memphis TN 38188-0001 Telephone: 901-681-4650 FAX: 901-767-8853	National Customer Support Center US Postal Service 6060 Primacy Pkwy Ste 101 Memphis TN 38188-0001 Telephone: 800-238-3150

Supply Source Codes

Supply Source	Postal Employee	Non-Postal Individual
NNS	National Network Service Center US Postal Service 4200 Wake Forest Rd Raleigh NC 27668-9700 Telephone: 919-501-9100	N/A
NTA	National Test Administration Center US Postal Service PO Box 1020 Merrifield VA 27116-1020 Telephone: 703-207-2700	N/A
OPM	Office of Personnel Management Retirement and Insurance Group Forms Analysis and Design 1900 E Street NW Washington DC 20415-0002	Office of Personnel Management Retirement and Insurance Group Forms Analysis and Design 1900 E Street NW Washington DC 20415-0002
PBC	N/A	Postal Business Center See page 15 for a complete list of postal business centers.
PE	Postal Explorer Available to Headquarters and field employees with Intranet and LAN access. Also on CD-ROM for national account managers, account representatives, and selected post offices. Contact your Information Systems manager for more information.	Available on the Internet at www.usps.gov . Also available on CD-ROM. Call 800-654-1905.
P/F	N/A	Free to the public at local post office. Bulk quantities should be ordered through your servicing Postal Business Center.
PHL	For philatelic catalogs: Philatelic Fulfillment Service Center US Postal Service PO Box 57 Grand Rapids MN 55744-0057 For all other philatelic items: Philatelic Fulfillment Service Center US Postal Service PO Box 419424 Kansas City MO 64179-0997 Telephone: 816-545-1000 FAX: 816-545-1212	For philatelic catalogs: Philatelic Fulfillment Service Center US Postal Service PO Box 57 Grand Rapids MN 55744-0057 For all other philatelic items: 7231 Philatelic Fulfillment Service Center PO Box 7247 Philadelphia PA 19101-9014 Telephone: 800 STAMP-24
PO	N/A	Available for purchase at your local post office.
R	Restricted. May not be available to all postal employees.	N/A
SEA	Stamped Envelope Unit US Postal Service PO Box 501 Williamsburg PA 16693-0501 Telephone: 814-832-3229	N/A
SLASC	St. Louis Accounting Service Center US Postal Service 1720 Market St St. Louis MO 63180-9400 Telephone: 314-436-6950 FAX 314-436-6618	N/A

Supply Source Codes

Supply Source	Postal Employee	Non-Postal Individual
SMASC	San Mateo Accounting Service Center US Postal Service 2700 Campus Dr San Mateo CA 94497-9400 Telephone: 415-377-1377 FAX 415-345-7939	N/A
TRE	Department of the Treasury Property and Supply Section Admore East Business Center 3361-L 75th Ave Landover, MD 20785 Telephone: 202-622-2000	N/A
WADNA	Western Area Distribution Network - Anchorage	N/A
WWW	N/A	World Wide Web: http://www.usps.com

HQO Supply Source Codes

When the originator is the supply source (code HQO), the directive or form must be ordered from his or her organization. Use the name of the organization as listed below, followed by:

US POSTAL SERVICE
475 L'ENFANT PLZ SW
WASHINGTON DC ZIP+4

Organizational Reference	Originating Organization	ZIP+4
CA	Consumer Advocate	20260-2200
CR	Corporate Relations	20260-3100
DIV	Diversity Development	20260-5600
ERM	Employee Resource Management	20260-4200
FIN	Finance	20260-5000
GC	General Counsel	20260-1100
GR	Government Relations	20260-3500
INF	Information Systems	20260-1500
IS	Inspection Service	20260-2100
LR	Labor Relations	20260-4100
MKT	Marketing	20260-2400
MSY	Marketing Systems	20260-2401
O	Operations	20260-2700
PM	Purchasing and Materials	20260-6200
PMG	Postmaster General	20260-0010
RET	Retail	20260-2404

The following organizations are not located at 475 L'Enfant Plaza. Use the following addresses:

ENG Engineering

US POSTAL SERVICE
8403 LEE HIGHWAY ENG-4TH FL
MERRIFIELD VA 22082-8101

EPS Expedited/Package Services

US POSTAL SERVICE
200 E MANSELL CT STE 300
ROSWELL GA 30076-4850

FAC Facilities

US POSTAL SERVICE
4301 WILSON BLVD STE 300
ARLINGTON VA 22203-1861

IG Inspector General

US POSTAL SERVICE
1735 N LYNN ST
ARLINGTON VA 22209-2005

IBU International Business

US POSTAL SERVICE
370 L'ENFANT PLAZA
WASHINGTON DC 20260-6500

JD Judicial Officer

US POSTAL SERVICE
2101 WILSON BLVD STE 600
ARLINGTON VA 22201-3078

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Postal Business Centers

Alabama

111 19TH ST N STE 500
BIRMINGHAM AL 35203-3127
(205) 521-0364 / FAX (205) 254-0809
ZIP CODES SERVED: 350–352, 354–368

Alaska

3201 C ST STE 505
ANCHORAGE AK 99503-3934
(907) 564-2823 / FAX (907) 564-2882
ZIP CODES SERVED: 995–999

Arizona

1441 E BUCKEYE RD RM 200
PHOENIX AZ 85034-9631
(602) 223-3535 / FAX (602) 223-3566
ZIP CODES SERVED: 850, 852, 853, 855–857, 859,
860, 863–865

Arkansas

11324 ARCADE DRIVE STE 4
LITTLE ROCK AR 72212-4072
(501) 228-4300 / FAX (501) 228-4309
ZIP CODES SERVED: 716–729

California

2300 REDONDO AVE
LONG BEACH CA 90809-9694
(562) 986-7301 / FAX (562) 597-6857
ZIP CODES SERVED: 902–908

7001 S CENTRAL AVE RM 338
LOS ANGELES CA 90052-9602
(323) 586-1843 / FAX (323) 586-1831
ZIP CODES SERVED: 900

201 13TH ST RM 103B
OAKLAND CA 94612-9351
(510) 251-3073 / FAX (510) 832-4024
ZIP CODES SERVED: 945–948

11251 RANCHO CARMEL DR RM 304
SAN DIEGO CA 92199-9621
(619) 674-0272 / FAX (619) 674-0566
ZIP CODES SERVED: 919–925

PO BOX 193000
SAN FRANCISCO CA 94119-3000
(415) 550-5600 / FAX (415) 550-5421
ZIP CODES SERVED: 940, 941, 943, 944, 949, 954,
955, 962–966

PO BOX 50014
SAN JOSE CA 95150-0014
(408) 723-6260 / FAX (408) 723-6144
ZIP CODES SERVED: 932, 933, 936, 937, 950, 951

3101 W SUNFLOWER AVE
SANTA ANA CA 92799-9323
(714) 662-6213 / FAX (714) 556-1492
ZIP CODES SERVED: 917, 918, 926–928

28201 FRANKLIN PKY
SANTA CLARITA CA 91383-9682
(661) 775-6628 / FAX (661) 775-7187
ZIP CODES SERVED: 910–916, 930, 931, 934, 935

3775 INDUSTRIAL BLVD
WEST SACRAMENTO CA 95799-0075
(916) 263-7234 / FAX (916) 641-8158
ZIP CODES SERVED: 942, 952, 953, 956–960

Colorado

3980 QUEBEC ST STE 217
DENVER CO 80207-9617
(303) 316-6500 / FAX (303) 316-6561
ZIP CODES SERVED: 800–831

Connecticut

77 HARTLAND ST STE 108
EAST HARTFORD CT 06108-9631
(860) 610-3111 / FAX (860) 610-3114
ZIP CODES SERVED: 060–062, 067

50 BREWERY ST
NEW HAVEN CT 06511-9631
(203) 782-7198 / FAX (203) 782-7193
ZIP CODES SERVED: 063–065

50 BREWERY ST
STAMFORD CT 06511-9631
(203) 782-7251 / FAX (203) 782-7193
ZIP CODES SERVED: 066, 068, 069

Delaware

147 QUIGLEY BLVD
NEW CASTLE DE 19720-9998
(302) 323-3733 / FAX (302) 323-3777
ZIP CODES SERVED: 197–199

District of Columbia

(SEE SILVER SPRING, MARYLAND)

Florida

1900 W OAKLAND PARK BLVD RM 211
FORT LAUDERDALE FL 33310-9600
(954) 527-6981 / FAX (954) 527-6985
ZIP CODES SERVED: 330, 333

PO BOX 40005
JACKSONVILLE FL 32203-0005
(904) 858-6539 / FAX (904) 858-7168
ZIP CODES SERVED: 320–326, 344

8525 NW 53RD TER STE 101
MIAMI FL 33166-4538
(305) 470-0803 / FAX (305) 470-0808
ZIP CODES SERVED: 330–333, 340

PO BOX 538100
ORLANDO FL 32853-8100
(407) 893-3800 / FAX (407) 893-3817
ZIP CODES SERVED: 327–329, 334, 347, 349

2203 N LOIS AVE STE 1162
TAMPA FL 33607-7162
(813) 354-6245 / FAX (813) 354-6162
ZIP CODES SERVED: 335–339, 341, 342, 346

PO BOX 163555
WEST PALM BEACH FL 33416-3555
(561) 697-2180 / FAX (561) 697-2125
ZIP CODES SERVED: 334, 349

Georgia

PO BOX 599332
DULUTH GA 30026-9332
(770) 935-2371 / FAX (770) 717-3629
ZIP CODES SERVED: 300–303, 305, 306, 311, 399

451 COLLEGE ST RM 325
MACON GA 31213-9300
(912) 752-8703 / FAX (912) 752-8604
ZIP CODES SERVED: 298, 299, 304, 308–310,
312–319

Hawaii

3600 AOOLELE ST RM 106
HONOLULU HI 96820-9623
(808) 423-3761 / FAX (808) 423-3966
ZIP CODES SERVED: 967–969

Idaho

(SEE WASHINGTON)

Illinois

3900 GABRIELLE LN
AURORA IL 60599-9601
(630) 978-4455 / FAX (630) 978-4354
ZIP CODES SERVED: 604, 605, 609

500 E FULLERTON AVE
CAROL STREAM IL 60199-9661
(630) 260-5518 / FAX (630) 260-5524
ZIP CODES SERVED: 600–603, 610, 611

433 W HARRISON ST 2ND FLR
CHICAGO IL 60607-9601
(312) 983-8440 / FAX (312) 983-8488
ZIP CODES SERVED: 606–608

95 STATE ST
PEORIA IL 61601-9350
(309) 671-8926 / FAX (309) 671-8917
ZIP CODES SERVED: 613–619, 625–627

Indiana

1501 S CLINTON ST
FORT WAYNE IN 46802-9341
(219) 427-7253 / FAX (219) 427-7346
ZIP CODES SERVED: 465–468, 473

1499 MARTIN LUTHER KING DR
GARY IN 46401-9601
(219) 886-8093 / FAX (219) 886-8211
ZIP CODES SERVED: 463, 464, 469, 479

125 W SOUTH ST RM 325
INDIANAPOLIS IN 46206-9661
(317) 464-6010 / FAX (317) 464-6266
ZIP CODES SERVED: 460–462, 472, 474, 475, 478

Iowa

PO BOX 189996
DES MOINES IA 50318-9605
(515) 251-2303 / FAX (515) 251-2052
ZIP CODES SERVED: 500–514, 520–528, 612

Kansas

6029 BROADMOOR ST
SHAWNEE MISSION KS 66202-9623
(913) 831-5320 / FAX (913) 831-5322
ZIP CODES SERVED: 66044, 662, 667

7117 W HARRY ST
WICHITA KS 67276-9600
(316) 946-4550 / FAX (316) 941-1412
ZIP CODES SERVED: 664–666, 668–679

Kentucky

PO BOX 31660
LOUISVILLE KY 40231-9660
(502) 473-4200 / FAX (502) 454-1744
ZIP CODES SERVED: 400–409, 411–418, 420–427,
471, 476, 477

Louisiana

701 LOYOLA AVE STE 10210
 NEW ORLEANS LA 70113-9680
 (504) 589-1366 / FAX (504) 589-1328
 ZIP CODES SERVED: 700, 701, 703-708, 710-714

Maine

125 FOREST AVE
 PORTLAND ME 04101-9600
 (207) 871-8567 / FAX (207) 871-8401
 ZIP CODES SERVED: 039-049

Maryland

900 E FAYETTE ST RM 114
 BALTIMORE MD 21233-9661
 (410) 347-4358 / FAX (410) 347-4515
 ZIP CODES SERVED: 210-212, 214-219

8455 COLESVILLE RD STE 950
 SILVER SPRING MD 20910-3319
 (301) 565-2177 / FAX (301) 565-2933
 ZIP CODES SERVED: 200-209

Massachusetts

(FOR ZIP CODES 020, 023, 025-027, SEE RHODE ISLAND)

25 DORCHESTER AVE RM 1000
 BOSTON MA 02205-9602
 (617) 654-5725 / FAX (617) 654-5829
 ZIP CODES SERVED: 021, 022, 024

1883 MAIN ST
 SPRINGFIELD MA 01101-9600
 (413) 731-0306 / FAX (413) 731-0330
 ZIP CODES SERVED: 010-013

PO BOX 2236
 WOBURN MA 01888-0336
 (800) 322-0377 / FAX (781) 938-5827
 ZIP CODES SERVED: 014-019, 055

Michigan

PO BOX 9630
 BIRMINGHAM MI 48009-9630
 (248) 546-1321 / FAX (248) 901-4515
 ZIP CODES SERVED: 480, 483-485

1927 ROSA PARKS BLVD
 DETROIT MI 48216-9620
 (313) 226-8600 / FAX (313) 965-7829
 ZIP CODES SERVED: 481, 482, 492

PO BOX 999661
 GRAND RAPIDS MI 49599-9661
 (616) 776-6161 / FAX (616) 458-5830
 ZIP CODES SERVED: 486-491, 493-497

Minnesota

100 S 1ST ST RM 115
 MINNEAPOLIS MN 55401-9617
 (612) 349-6360 / FAX (612) 349-4410
 ZIP CODES SERVED: 546-548, 550, 551, 553, 554,
 556, 557, 559-564, 566

Mississippi

401 E SOUTH ST STE 304
 JACKSON MS 39201-9825
 (601) 351-7100 / FAX (601) 351-7502
 ZIP CODES SERVED: 369, 386-397

Missouri

315 W PERSHING RD RM 104
 KANSAS CITY MO 64108-9623
 (816) 374-9613 / FAX (816) 374-9192
 ZIP CODES SERVED: 636-641, 644-649, 660-662,
 667

500 W CHESTNUT EXPY
 SPRINGFIELD MO 65801-9996
 (417) 864-0103 / FAX (417) 864-0111
 ZIP CODES SERVED: 636-639, 648, 654-658

2665 SCOTT AVE
 ST LOUIS MO 63103-3048
 (314) 534-2678 / FAX (314) 534-4763
 ZIP CODES SERVED: 620, 622-624, 628-631,
 633-635, 650-653

Montana

2602 1ST AVE N STE 130
 BILLINGS MT 59101-9600
 (406) 255-6432 / FAX (406) 255-6433
 ZIP CODES SERVED: 590-595, 59714, 59715,
 59730, 59741, 59758

1100 W KENT AVE
 MISSOULA MT 59801-9625
 (406) 329-2231 / FAX (406) 329-2280
 ZIP CODES SERVED: 596-599

Nebraska

5303 N 91ST AVE
 OMAHA NE 68134-9600
 (402) 573-2100 / FAX (402) 573-2131
 ZIP CODES SERVED: 515, 516, 664-666, 668-681,
 683-693

Nevada

1001 E SUNSET RD RM 1006
LAS VEGAS NV 89199-9605
(702) 361-9318 / FAX (702) 361-9213
ZIP CODES SERVED: 889–898, 961

New Hampshire

955 GOFFS FALLS RD STE 671
MANCHESTER NH 03103-9671
(603) 644-3838 / FAX (603) 644-3865
ZIP CODES SERVED: 030–038

New Jersey

PO BOX 9001
BELLMAWR NJ 08099-9998
(609) 933-6000 / FAX (609) 933-6009
ZIP CODES SERVED: 080–084

21 KILMER RD
EDISON NJ 08899-9610
(732) 819-3600 / FAX (732) 819-4329
ZIP CODES SERVED: 077–079, 085–089

494 BROAD ST RM 223
NEWARK NJ 07102-9333
(973) 468-7066 / FAX (973) 468-7219
ZIP CODES SERVED: 070–076

New Mexico

1135 BROADWAY BLVD NE RM 147
ALBUQUERQUE NM 87101-9601
(505) 346-8150 / FAX (505) 346-8135
ZIP CODES SERVED: 870–875, 877–884

New York

30 OLD KARNER RD
ALBANY NY 12288-9653
(518) 464-7475 / FAX (518) 464-7484
ZIP CODES SERVED: 120–123, 128, 129, 133–135

1050 FORBELL ST RM 2011.7
BROOKLYN NY 11256-9621
(718) 348-3640 / FAX (718) 348-3660
ZIP CODES SERVED: 103, 112

1200 WILLIAM ST RM 100
BUFFALO NY 14240-9661
(716) 846-2581 / FAX (716) 846-2586
ZIP CODES SERVED: 140–143, 147

142–02 20TH AVE RM 123B
FLUSHING NY 11351-9621
(718) 321-5700 / FAX (718) 358-9196
ZIP CODES SERVED: 110, 111, 113, 114, 116

65 MAXESS RD
MELVILLE NY 11747-3158
(516) 755-2900 / FAX (516) 755-2905
ZIP CODES SERVED: 005, 115, 117–119

421 8TH AVE RM 3211
NEW YORK NY 10199-9619
(212) 330-5900 / FAX (212) 330-3234
ZIP CODES SERVED: 090–098, 100–102, 104

1335 JEFFERSON RD
PO BOX 22908
ROCHESTER NY 14692-2908
(716) 272-5900 / FAX (716) 272-5979
ZIP CODES SERVED: 144–146, 148, 149

5640 E TAFT RD
SYRACUSE NY 13220-9610
(315) 452-3636 / FAX (315) 452-3630
ZIP CODES SERVED: 130–132, 136–139

PO BOX 9211
WHITE PLAINS NY 10610-9211
(914) 697-7284 / FAX (914) 697-7165
ZIP CODES SERVED: 004, 105–109, 124–127

North Carolina

2901 S INTERSTATE 85 SERVICE RD
CHARLOTTE NC 28228-9975
(704) 393-4481 / FAX (704) 393-4661
ZIP CODES SERVED: 280–285, 287–289, 297

PO BOX 27499
GREENSBORO NC 27498-9661
(336) 665-9740 / FAX (336) 665-9748
ZIP CODES SERVED: 270–274, 286

PO BOX 9603
RALEIGH NC 27676-9603
(919) 420-5165/6 / FAX (919) 420-5363
ZIP CODES SERVED: 275–279

North Dakota

(SEE SOUTH DAKOTA)

Ohio

675 WOLF LEDGES PKY
AKRON OH 44309-9610
(330) 996-9721 / FAX (330) 996-9948
ZIP CODES SERVED: 442, 443, 446–449

990 DALTON AVE
CINCINNATI OH 45203-9601
(513) 723-9900 / FAX (513) 723-0544
ZIP CODES SERVED: 410, 450–452, 459, 470

2400 ORANGE AVE RM 23
CLEVELAND OH 44101-9604
(216) 443-4401 / FAX (216) 443-4587
ZIP CODES SERVED: 440, 441

850 TWIN RIVERS DR
COLUMBUS OH 43216-9601
(614) 469-4336 / FAX (614) 469-4417
ZIP CODES SERVED: 430-433, 437, 438, 456, 457

1111 E 5TH ST
DAYTON OH 45401-9601
(937) 227-3901 / FAX (937) 227-3904
ZIP CODES SERVED: 453-455, 458

435 S SAINT CLAIR ST
TOLEDO OH 43601-9601
(419) 245-6925 / FAX (419) 244-5951
ZIP CODES SERVED: 434-436

99 S WALNUT ST
YOUNGSTOWN OH 44501-9601
(330) 740-8953 / FAX (330) 740-8955
ZIP CODES SERVED: 439, 444, 445

Oklahoma

7101 NW EXPRESSWAY ST STE 325
OKLAHOMA CITY OK 73132-1598
(405) 720-2675 / FAX (405) 720-7120
ZIP CODES SERVED: 730, 731, 734-738, 740, 741, 743-749

Oregon

PO BOX 70434
EUGENE OR 97401-0138
(800) 285-1995 / FAX (541) 988-5236
ZIP CODES SERVED: 974-976

PO BOX 4029
PORTLAND OR 97208-4029
(800) 285-1995 / FAX (503) 294-2304
ZIP CODES SERVED: 970-973, 977-979, 986

Pennsylvania

1314 GRISWOLD PLZ RM 111
ERIE PA 16501-9631
(814) 878-0018 / FAX (814) 878-0010
ZIP CODES SERVED: 155, 157-168

1425 CROOKED HILL RD
HARRISBURG PA 17107-9601
(717) 257-2108 / FAX (717) 257-2101
ZIP CODES SERVED: 170-172, 177, 178

1400 HARRISBURG PIKE
LANCASTER PA 17604-9601
(717) 396-8795 / FAX (717) 396-7031
ZIP CODES SERVED: 173-176, 179, 195, 196

17 S COMMERCE WAY
LEHIGH VALLEY PA 18002-9601
(610) 882-3227 / FAX (610) 882-3425
ZIP CODES SERVED: 180, 181, 183

2970 MARKET ST RM 117
PHILADELPHIA PA 19104
(215) 895-8046 / FAX (215) 895-8041
ZIP CODES SERVED: 190-192

1001 CALIFORNIA AVE RM 1007
PITTSBURGH PA 15290-9652
(412) 359-7601 / FAX (412) 321-1953
ZIP CODES SERVED: 150-154, 156, 260

1000 W VALLEY RD
SOUTHEASTERN PA 19399-9604
(610) 964-6441 / FAX (610) 964-5414
ZIP CODES SERVED: 189, 193, 194

300 S MAIN ST
WILKES BARRE PA 18701-9601
(570) 831-3420 / FAX (570) 831-3403
ZIP CODES SERVED: 169, 182, 184-188

Puerto Rico

1510 AVE FD ROOSEVELT STE 160
GUAYNABO PR 00968-9600
(787) 793-0444 / FAX (787) 273-1025
ZIP CODES SERVED: 006-009

Rhode Island

24 CORLISS ST RM 355
PROVIDENCE RI 02904-9602
(401) 276-5038 / FAX (401) 276-5089
ZIP CODES SERVED: 020, 023, 025-029

South Carolina

PO BOX 239601
CHARLESTON SC 29423-9601
(843) 760-5316 / FAX (843) 760-5348
ZIP CODES SERVED: 294

PO BOX 929641
COLUMBIA SC 29292-9641
(803) 926-6310 / FAX (803) 926-6326
ZIP CODES SERVED: 290-292

1901 W EVANS ST
FLORENCE SC 29501-3354
(843) 679-2432 / FAX (843) 665-6165
ZIP CODES SERVED: 295

600 W WASHINGTON ST
GREENVILLE SC 29602-9600
(864) 282-8357 / FAX (864) 282-8355
ZIP CODES SERVED: 293, 296

South Dakota

2200 W 49TH ST STE 101
SIOUX FALLS SD 57105-6550
(605) 357-5055 / FAX (605) 357-5045
ZIP CODES SERVED: 565, 567, 570–577, 580–588

Tennessee

6050 SHALLOWFORD RD
CHATTANOOGA TN 37421-9624
(423) 893-0100 / FAX (423) 893-0103
ZIP CODES SERVED: 307, 373, 374

1237 E WEISGARBER RD
KNOXVILLE TN 37950-9604
(423) 558-4600 / FAX (423) 558-4675
ZIP CODES SERVED: 376–379

PO BOX 3463
MEMPHIS TN 38173-0463
(901) 576-2035 / FAX (901) 576-2039
ZIP CODES SERVED: 380–383

2525 PERIMETER PLACE DR STE 209
NASHVILLE TN 37214-3674
(615) 885-9399 / FAX (615) 885-9214
ZIP CODES SERVED: 370–372, 384, 385

Texas

510 GUADALUPE ST
AUSTIN TX 78701-9623
(512) 494-2350 / FAX (512) 494-2320
ZIP CODES SERVED: 733, 765–767, 786, 787, 789

951 W BETHEL RD
COPPELL TX 75099-9681
(972) 393-6701 / FAX (972) 393-6664
ZIP CODES SERVED: 750–759

4600 MARK IV PKY RM 180K
FORT WORTH TX 76161-9681
(817) 317-3600 / FAX (817) 317-3339
ZIP CODES SERVED: 739, 760–764, 768, 769,
790–796

4600 ALDINE BENDER RD RM 227
NORTH HOUSTON TX 77315-9610
(281) 985-4108 / FAX (281) 985-4194
ZIP CODES SERVED: 770–778

1515 AVENUE G
LUBBOCK TX 79402-9681
(806) 762-7874 / FAX (806) 762-7891
ZIP CODES SERVED: 739, 790–795

10410 PERRIN BEITEL RD RM 1069
SAN ANTONIO TX 78284-9623
(210) 368-8578 / FAX (210) 368-8463
ZIP CODES SERVED: 779–785, 788, 797–799, 885

Utah

1760 W 2100 S
SALT LAKE CITY UT 84199-9625
(801) 974-2513 / FAX (801) 975-7886
ZIP CODES SERVED: 840, 841, 843–847

Vermont

8 NEW ENGLAND DR
ESSEX JUNCTION VT 05452-9600
(802) 872-2266 / FAX (802) 872-2213
ZIP CODES SERVED: 050–054, 056–059

Virginia

8409 LEE HWY RM 107
MERRIFIELD VA 22081-9621
(703) 207-6800 / FAX (703) 207-6825
ZIP CODES SERVED: 201, 220–223, 226, 227

2600 ELTHAM AVE STE 109
NORFOLK VA 23513-2504
(757) 858-8601 / FAX (757) 855-6309
ZIP CODES SERVED: 233–237

1801 BROOK RD RM 303
RICHMOND VA 23232-9610
(804) 775-6046 / FAX (804) 644-5548
ZIP CODES SERVED: 224, 225, 228–232, 238, 239,
244

419 RUTHERFORD AVE NE
ROANOKE VA 24022-9996
(540) 985-8861 / FAX (540) 985-8720
ZIP CODES SERVED: 240–243, 245

Virgin Islands

(SEE PUERTO RICO)

Washington

PO BOX 81419
SEATTLE WA 98108-1319
(206) 652-2200 / FAX (206) 652-2228
ZIP CODES SERVED: 980–985, 988, 989

707 W MAIN AVE STE 600
SPOKANE WA 99299-9641
(509) 626-6733 / FAX (509) 626-6918
ZIP CODES SERVED: 832–838, 990–994

West Virginia

PO BOX 59661
CHARLESTON WV 25350-9661
(304) 340-4233 / FAX (304) 340-2890
ZIP CODES SERVED: 240–243, 245–253, 255–259,
266–268

200 CAVA DR
CLARKSBURG WV 26301-9996
(304) 623-7705 / FAX (304) 623-7718
ZIP CODES SERVED: 254, 261–265, 267, 268

Wisconsin

PO BOX 14750
MADISON WI 53714-0750
(608) 246-1245 / FAX (608) 246-1258
ZIP CODES SERVED: 535, 537–539, 549

PO BOX 5008
MILWAUKEE WI 53201-5008
(414) 287-2522 / FAX (414) 287-2518
ZIP CODES SERVED: 498, 499, 530–532, 534,
541–545

Wyoming

(SEE COLORADO)

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2 Postal Service Directives

Definition

Directives are statements of policy or procedure meant to guide Headquarters, field organizations, or the public. They include handbooks, headquarters circulars, kits, labels, management instructions, manuals, notices, the *Postal Bulletin*, posters, publications, signs, and tags.

Distribution

Destinations and Quantities

The Headquarters organization that originates a directive or form decides which offices will receive copies and how many each will get. Most directives are distributed to facilities (post offices, bulk mail centers, etc.) in fixed quantities. For example, if one bulk mail center (BMC) receives 10 copies of a directive, all BMCs will receive 10 copies. You may order additional copies from the supply source (see “How to Order the Document You Need,” Chapter 1).

Address Corrections

The National Customer Support Center in Memphis, Tennessee, maintains the file that produces labels used to send directives to postal facilities. To make an address correction, a USPS organization should notify:

ALMS COORDINATOR
NATIONAL CUSTOMER SUPPORT CENTER
US POSTAL SERVICE
6060 PRIMACY PKWY STE 101
MEMPHIS TN 38188-0001

Telephone: 800-238-3150

For address corrections for a document listed in Chapter 5, “USPS Documents” or “Non-Postal Government Documents,” contact the source or follow the instructions in the document.

Handbooks

Handbooks include policies, regulations, and other “how to” information supporting business processes. Handbooks are keyed by the document identifier to the manual that they support. For example, Handbook PO-502, *Container Methods*, is related to the *Postal Operations Manual*, so its identifier begins with “PO.”

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
HBK AS-303	2	1/87	National Security Information	7610-03-000-0334	ASM 3	FIN	HQO	HQO
HBK AS-305		9/89	Records Control	7610-02-000-9116	ASM 3	FIN	MDC	N/A
HBK AS-503		3/02	Standard Design Criteria	N/A	ASM	FAC	IWEB	N/A
HBK AS-504		7/99	Space Requirements	7610-03-000-9215	ASM 5	ENG	MDC, IWEB	N/A
HBK AS-505	1	7/83	Mechanization Design Specifications	7610-03-000-0336	ASM 5	ENG	HQO	HQO
HBK AS-506		3/00	Architect/Engineer Project Requirements	N/A	ASM	FAC	IWEB	N/A
HBK AS-550-A & -B		9/97	Paper and Paperboard Recycling Guide and Plan	7610-02-000-7002	ASM 5	ENG	MDC, IWEB	WWW
HBK AS-551		3/99	Clean Air Act Compliance Guide	7610-02-000-9844	ASM 5	ENG	MDC	N/A
HBK AS-552		8/96	Pollution Prevention Guide	7610-02-000-7445	ASM 5	ENG	MDC, IWEB	WWW
HBK AS-553		5/92	Hazardous Waste Management	7610-02-000-9920	ASM 5	ENG	MDC	N/A
HBK AS-554	N/A	5/01	Water Reference Guide	7610-02-000-9849	MAN ASM 5	ENG	MDC	N/A
HBK AS-554-A	1	3/00	Water Management Guide for Facility Managers	N/A	ASM	ENG	IWEB	N/A
HBK AS-554-B		11/00	Water Conservation Guide	N/A	ASM	ENG	IWEB	N/A
HBK AS-554-C		3/98	Vehicle Washing Technologies	7610-04-000-4732	N/A	ENG	MDC, IWEB	WWW
HBK AS-554-D	1	3/00	Water Permitting Guide	N/A	ASM	ENG	IWEB	N/A

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
HBK AS-555		10/95	Environmental Compliance Quality Assurance Review Guide	7610-03-000-6408	N/A	ENG	MDC, IWEB	MDC, WWW
HBK AS-556		6/00	Asbestos Management Guide	7610-04-000-4967	ASM	ENG	MDC, IWEB	N/A
HBK AS-558		9/98	Facility Energy Management Guide	7610-04-000-5354	ASM	ENG	MDC	N/A
HBK AS-600	N/A	2/01	United States Postal Service Certification Practice Statement, Version 1	N/A	N/A	FIN	BLUE	WWW
HBK AS-701		9/97	Material Management	7610-03-000-9211	ASM 7	PM	MDC, IWEB	MDC
HBK AS-703		9/90	Field Customer Guide to Purchasing and Requisitioning	7610-03-000-9316	ASM 7	PM	MDC	MDC
HBK AS-707-F		7/89	Contracting for Contract Postal Units	7610-03-000-9160	ASM 5	P&PD	MDC	MDC
HBK AS-707-H	1	1/91	Contracting for Food Services	7610-02-000-7009	ASM 7	PM	MDC	MDC
HBK AS-709		11/98	Credit Card Policies and Procedures for Local Buying	7610-03-000-0339	ASM 7	PM	MDC, IWEB	N/A
HBK AS-710		2/90	Customer Guide to Purchasing and Requisitioning	7610-02-000-9146	ASM 7	PM	HQO	N/A
HBK AS-712		8/95	Contracting for the Sale of Recyclable Commodities	7610-03-000-5598	ASM 7	PM	MDC	N/A
HBK AS-802		4/92	ADP System Operating Standards	7610-01-000-9052	ASM 8	IT	HQO	N/A
HBK AS-805		3/02	Information Systems Security	7610-03-000-9136	ASM 8	IT	MDC	N/A
HBK AS-812		9/93	Oracle Standards and Guidelines	7610-03-000-3747	ASM 8	IT	MDC	N/A
HBK AS-816		8/95	Open VMS Security	7610-03-000-5760	ASM 8	IT	MDC, IWEB	N/A
HBK AS-820		6/22/99	Postal Computing Environment	7610-03-000-5939	ASM 8	IT	MDC, IWEB	MDC, WWW
HBK AS-821		10/96	Postal Explorer User Guide	N/A	N/A	IT	IWEB, PE	N/A

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HBK DM-103	TL-3	11/01	Official Mail	7610-05-000-4149	DMM	FIN	MDC/ IWEB	MDC
HBK DM-109	2	1/00	Business Mail Center	7610-05-000-0323	DMM	P&PD	MDC, IWEB	MDC
HBK DM-110		12/00	Centralized Postage Payment (CPP) System for Periodicals Mail	N/A	DMM	MKT	IWEB	N/A
HBK DM-201	1,2	3/88	Express Mail Service	7610-01-000-9951	POM	P&PD	MDC	MDC
HBK DM-202		9/00	Periodicals Postage Payment Review	7610-03-000-5553	DMM	MKT	MDC, IWEB	N/A
HBK DM-203		9/00	Periodicals Eligibility Review	7610-03-000-5552	DMM	MKT	MDC	N/A
HBK DM-701	1	1/97	Procedures for Mailer Applications	7610-03-000-8945	DMM	P&PD	MDC, IWEB	P/F, WWW
HBK DM-901	2	9/97	Registered Mail	7610-01-000-9064	N/A	P&PD	MDC	MDC
HBK E-4		3/85	Adjustable Platform Stools	7610-03-000-9350	ASM 6	O	MDC	N/A
HBK E-14		12/90	Activity Analysis Procedure	7610-01-000-9058	ASM 6	O	HQO	HQO
HBK EL-301		6/89	Guidelines for Processing Personnel Actions	7610-01-000-9952	ELM 3	ERM	MDC	N/A
HBK EL-304		4/1/97	Maintenance Selection System	N/A	ELM	ERM	IWEB, NTA	N/A
HBK EL-307		1/00	Reasonable Accommodation: An Interactive Process	7610-01-000-9071	ELM	ERM	MDC, IWEB	MDC
HBK EL-312	N/A	9/01	Employment and Placement	7610-03-000-9356	ELM	ERM	MDC	N/A
HBK EL-350		11/89	Guidelines for Establishing Nonbargaining Position Requirements	7610-02-000-9129	ELM	ERM	MDC, IWEB	N/A
HBK EL-380		12/89	Postal Career Executive Service (PCES)	7610-02-000-9148	ELM 3	ERM	MDC	N/A
HBK EL-400		4/00	Sponsorship Event Policy and Evaluation Process	7610-04-000-8894	ELM	MKT	MDC	N/A
HBK EL-502		7/99	CSRS Retirement Guide	7610-01-000-9077	ELM	ERM	MDC, IWEB	N/A

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HBK EL-505		12/95	Injury Compensation	7610-01-000-9078	ELM 5	ERM	HQO, IWEB	N/A
HBK EL-602		11/94	Food Service Operations	7610-01-000-9081	ELM 6	ERM	MDC, IWEB	N/A
HBK EL-602-A		11/94	Food Service Operations (Large Print)	N/A	ELM-6	ERM	HQO	N/A
HBK EL-602-B		11/94	Food Service Operations (Braille)	N/A	ELM-6	ERM	HQO	N/A
HBK EL-603		7/96	Equal Employment Opportunity Complaint Processing	7610-03-000-8765	ELM	LR	HQO, IWEB	N/A
HBK EL-800	N/A	5/01	Managing Contract Safety and Health Compliance	7610-05-000-4554	N/A	ERM	MDC	N/A
HBK EL-801	N/A	5/01	Supervisor's Safety Handbook	7610-02-000-9938	ELM	ERM	MDC	N/A
HBK EL-802		4/2002	Executive's and Manager's Safety Compliance Guide	N/A	ELM	ERM	IWEB	N/A
HBK EL-803		11/00	Maintenance Employee's Guide to Safety	7610-01-000-9085	ELM	ERM	MDC	N/A
HBK EL-806	1	1/82	Health and Medical Service (plus supplement: CPR Booklet)	7610-03-000-9317	ELM 8	ERM	MDC	MDC
HBK EL-809/809-T	N/A	4/01	Guidelines for Area/Local Joint Labor-Management	7610-03-000-0346		ERM	MDC	N/A
HBK EL-812	N/A	3/01	Hazardous Materials and Spill Response	7610-03-000-9190	ELM 8	ERM	MDC	N/A
HBK EL-814	N/A	3/01	Employee Guide to Safety	7610-01-000-9089	MAN ELM 8	ERM	MDC	N/A
HBK EL-901		9/00	Agreement Between USPS and National Association of Letter Carriers, AFL-CIO 1998-2001	7610-03-000-3827	ELM	LR	MDC, IWEB	MDC
HBK EL-902		2/96	USPS-NLRCA 1981 National Agreement	7610-01-000-9092	ELM 9	LR	MDC	MDC

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HBK EL-902-1		5/00	The Extension to the Agreement Between USPS and National Rural Letter Carriers' Association	7610-05-000-0715	ELM	LR	MDC	N/A
HBK EL-902-A		2/96	Analysis of Changes, Agreement between USPS and NRLCA (1995–1999)	7610-02-000-7154	ELM 9	LR	MDC	MDC
HBK EL-903		5/02	Agreement Between the USPS and National Postal Mail Handlers Union, AFL-CIO, 2000–2004	7610-01-000-9093	ELM	ERM	MDC	MDC
HBK EL-906	N/A	3/01	USPS and Fraternal Order of Police National Labor Council, USPS No. 2	7610-03-000-0352	MAN ELM 9	LR	HQO	R
HBK EL-907		11/97	Agreement Between USPS and APWU, AFL-CIO, Covering Oper. Svcs. Div. HQ and Merrifield, VA	7610-03-000-0353	ELM 9	LR	HQO	N/A
HBK EL-908	N/A	7/01	Agreement Between the USPS & APWU Covering Information Service Centers (1999–2001)	7610-03-000-0354	MAN ELM 9	LR	MDC	N/A
HBK EL-911		12/95	Agreement Between USPS and National Postal Professional Nurses (8/19/95–8/18/99)	7610-03-000-0355	ELM 9	LR	MDC	N/A
HBK EL-912		11/21/98	Agreement Between United States Postal Service and American Postal Workers Union, AFL-CIO, 1994–1998	7610-04-000-0364	ELM 9	LAB	MDC	N/A
HBK EL-921		8/90	Supervisor's Guide to Handling Grievances	7610-03-000-3709	ELM 9	LR	MDC	MDC
HBK F-1		11/96	Post Office Accounting Procedures	7610-03-000-9232		FIN	IWEB	N/A
HBK F-2	8	9/88	Functional Management	7610-03-000-3808	FMM 9	FIN	MDC	HQO

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HBK F-4		6/92	Examination of Postmasters Accounting Transactions	7610-03-000-9082	FMM 3	FIN	MDC	MDC
HBK F-5		9/94	Banking and Cash Management	7610-03-000-9504	FMM	FIN	MDC	N/A
HBK F-6		2/01	Economic Value Added	7610-04-000-0740	FMM	FIN	IWEB	N/A
HBK F-8		4/97	General Classification of Accounts	7610-01-000-9108	FMM 2	FIN	IWEB	N/A
HBK F-7		6/99	Secure Internet Payment Policies	7610-04-000-6682	FMM	FIN	IWEB	N/A
HBK F-12		6/91	Relocation Policy	7610-02-000-7015	FMM	FIN	MDC	N/A
HBK F-15		8/97	Travel and Relocation	7610-04-000-1012	FMM	FIN	MDC	N/A
HBK F-16		2/90	Accounts Receivable	7610-03-000-9189	FMM 8	FIN	MDC	MDC
HBK F-17		4/98	Making Field Disbursements Through the Accounts Payable System	7610-04-000-4825	FMM	FIN	HQO, IWEB	N/A
HBK F-18		9/90	Payroll Journal Guide	7610-01-000-9113	FMM	FIN	MDC	MDC
HBK F-19		9/91	Accountability of Disbursing Officers	7610-01-000-9161	FMM	FIN	MDC	N/A
HBK F-21	31, 34	5/97	Time and Attendance	7610-02-000-9914	FMM 4	FIN	MDC	MDC
HBK F-22-A		12/88	PSDS Supervisor's Guide	7610-01-000-9118	FMM 4	FIN	MDC	N/A
HBK F-25		11/90	Real Property and Leasehold Improvement Accounting	7610-02-000-7018	FMM 5	FIN	MDC	MDC
HBK F-26		12/91	Personal Property Accounting	7610-03-000-3780	FMM 5	FIN	MDC	MDC
HBK F-27		2/92	Materiel Distribution Center Inventory Accounting	7610-01-000-9122	FMM	FIN	MDC	MDC
HBK F-29	5	2/84	General Accounting Procedures	7610-01-000-9124	FMM 2	FIN	MDC	MDC
HBK F-30	4	9/81	Reconciliations	7610-01-000-9125	FMM 2	FIN	MDC	MDC

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HBK F-31		6/92	Mail Equipment Shops Financial Accounting	7610-03-000-3803	FMM	FIN	HQO	GPO
HBK F-41	7	3/89	Vehicle Accounting	7610-02-000-9873	FMM	FIN	MDC	MDC
HBK F-43	3	8/94	Property Code Numbers	7610-03-000-9351	FMM	FIN	MDC, IWEB	MDC
HBK F-45	19	6/98	In-Office Cost System Field Operating Instructions	7610-01-000-9138	FMM	FIN	MDC	N/A
HBK F-51		7/91	Computerized Meter Resetting System	7610-01-000-9145	FMM	FIN	MDC	GPO
HBK F-58		3/92	Payroll Systems Procedural Compliance Review	7610-02-000-7482	FMM	FIN	MDC	N/A
HBK F-59		6/92	International Exchange Office Procedures	7610-02-000-9915	FMM	FIN	MDC	N/A
HBK F-65	TL-3	9/01	Data Collection User's Guide for Cost Systems	7610-04-000-5305	FMM	FIN	IWEB MDC	N/A
HBK F-65 TL 2	TL-2	3/99	Data Collection User's Guide for Cost Systems (Chap 4 Revision)	7610-04-000-6480	FMM	FIN	IWEB	N/A
HBK F-66		2/2002	General Investment Policies and Procedures	7610-04-000-6117		FIN	IWEB	N/A
HBK F-66-A		3/99	Investment Policies and Procedures — Major Facilities	7610-04-000-6118	FMM	FIN	MDC	N/A
HBK F-66-B		3/99	Investment Policies and Procedures — Major Equipment	7610-04-000-6119	FMM	FIN	MDC	N/A
HBK F-66-C		3/99	Field Investment Policies and Procedures	7610-04-000-6120	FMM	FIN	MDC	N/A
HBK F-66-D		6/99	Other Investment-Related Policies and Procedures	7610-04-000-6121	FMM	FIN	MDC	N/A
HBK F-75		9/99	Data Collection User's Guide for Revenue, Volume & Performance Measurement Systems	7610-04-000-2965	FMM	FIN	MDC, IWEB	N/A
HBK F-85		1/00	Finance Handbook	N/A		FIN	N/A	N/A

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HBK F-401	3	8/00	Supervisor's Guide to Scheduling and Premium Pay	7610-03-000-3703	FMM	FIN	MDC, IWEB	N/A
HBK IS-130		5/86	Physical Fitness Program for Postal Inspectors	7610-03-000-0356	FMM	IS	HQO	HQO
HBK IS-135		9/96	Firearms	7610-03-000-0357	FMM	IS	TMD	N/A
HBK IS-702		7/02	Postal Police Officer's Guide	N/A	ISM	IS	R	N/A
HBK M-5		8/80	Schemes: Construction, Assignment, Training, and Proficiency	7610-03-000-9259	POM 4	O	MDC	MDC
HBK M-22		10/94	Dispatch and Routing Policies	7610-03-000-3510	POM 5	O	MDC	MDC
HBK M-27	1,2	7/79	MPLSM System Quality Sort Test	7610-01-000-9170	POM 4	O	HQO	MDC
HBK M-32	9	12/87	Management Operating Data System for MOD 1 Offices	7610-03-000-9024	ASM 6	O	MDC	HQO
HBK M-38	1	7/80	Management of Rural Delivery Services	7610-01-000-9177	POM 6	O	MDC	MDC
HBK M-39	13	3/98	Management of Delivery Services	7610-01-000-9178	POM 6	O	MDC	N/A
HBK M-41	4	3/98	City Delivery Carriers Duties and Responsibilities	7610-03-000-3553	POM 6	O	MDC	N/A
HBK MS-1	4	11/86	Operation and Maintenance of Real Property	7610-03-000-9217	ASM 5	ENG	MDC	N/A
HBK MS-10	1	5/88	Floors, Care and Maintenance	7610-02-000-9895	ASM 5	ENG	MDC	N/A
HBK MS-11	2	5/82	Industrial Storage Batteries	7610-01-000-9202	ASM 5	ENG	MDC	N/A
HBK MS-16	3	9/96	Hamper Dumper, Model V111-B	7610-03-000-9193	ASM	ENG	MDC	N/A
HBK MS-17	2	7/93	Hamper Dumper, Model VIII-M	7610-01-000-9211	N/A	ENG	MDC	N/A
HBK MS-17-CHG-1		10/93	Hamper Dumper, Model VIII-M, Change 1	7610-03-000-9373	N/A	ENG	MDC	N/A

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HBK MS-20	4	4/88	Bar Code Printer, Model 9140, On-Line Reference Data	7610-01-000-9950	ASM	ENG	MDC	N/A
HBK MS-21	1	8/79	Elevator Maintenance	7610-01-000-9214	ASM 5	ENG	MDC	N/A
HBK MS-22	3	3/81	Street Letter Box Maintenance	7610-01-000-9215	ASM 5	ENG	MDC	N/A
HBK MS-24	8	6/87	Heating, Cooling and Ventilating	7610-03-000-3598	ASM 5	ENG	MDC	N/A
HBK MS-26	3	4/88	USPS Portable Conveyors, Models 89, L, and H	7610-03-000-3599	ASM 5	ENG	MDC	N/A
HBK MS-27	1	9/68	Intercommunication and Paging Systems, 1100 Series	7610-02-000-9993	ASM 5	ENG	MDC	N/A
HBK MS-28	2	3/86	Maintenance of Electrical Switchgear	7610-03-000-9218	ASM	ENG	MDC	N/A
HBK MS-30	1	5/71	Portable Culling, Facing, and Stacking Conveyors, Model CF-9	7610-02-000-7901	ASM 5	ENG	MDC	N/A
HBK MS-32-VOL-A	1	8/92	General Monitoring System (Type III)	7610-02-000-9989	N/A	ENG	MDC	N/A
HBK MS-32-VOL-B		4/93	General Monitoring System (Type III) Software Users Guide	7610-03-000-9205	N/A	ENG	MDC	N/A
HBK MS-36		9/72	Small Culling Machine	7610-03-000-9140	ASM 5	ENG	MDC	N/A
HBK MS-41-VOL-A1	3	12/90	Air Contract Data Collection System (ACDCS), Automatic Data Processing Subsystems	7610-02-000-8103	N/A	ENG	MDC	N/A
HBK MS-41-VOL-A2	3	12/90	ACDCS, Material Handling Subsystems	7610-02-000-8104	N/A	ENG	MDC	N/A
HBK MS-41-VOL-B	1	9/90	ACDCS, Parts Information	7610-02-000-7019	N/A	ENG	MDC	N/A
HBK MS-43	1	7/73	General Maintenance for Mail Handling Equipment	7610-03-000-3663	N/A	ENG	MDC	N/A

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HBK MS-45	3	8/87	Field Maintenance Program	7610-03-000-9352	N/A	ENG	MDC	N/A
HBK MS-46	3	10/78	Edger-Feeder Models 500/500A	7610-03-000-9263	ASM 5	ENG	MDC	N/A
HBK MS-47	3	12/01	Housekeeping — Postal Facilities	7610-03-000-9319	ASM 5	ENG	MDC	N/A
HBK MS-49	3	6/81	Energy Conservation and Maintenance Contingency Planning	7610-03-000-3651	ASM 5	ENG	MDC	N/A
HBK MS-55		8/74	Neighborhood Delivery and Collection Boxes	7610-03-000-3643	ASM 5	ENG	MDC	N/A
HBK MS-56	3	3/94	Fire Prevention and Control	7610-03-000-9304	ASM 5	ENG	MDC	N/A
HBK MS-63	7	8/96	Maintenance Operations Support	7610-02-000-9959	ASM 5	ENG	MDC, IWEB	N/A
HBK MS-67	1	1/81	Edger-Feeder (Model M500B)	7610-01-000-9305	ASM 5	ENG	MDC	N/A
HBK MS-69-VOL-B	2	12/86	Micro-Processor Controlled, MARK-II B2 Facer-Canceler	7610-01-000-9415	ASM 5	ENG	MDC	N/A
HBK MS-70	1	8/80	Intra-BMC Container — Lightweight	7610-03-000-3625	ASM 5	ENG	MDC	N/A
HBK MS-77	1	6/84	Overhaul and Upgrade Mechanized Mail Processing Equipment	7610-03-000-3626	ASM 5	ENG	MDC	N/A
HBK MS-81	1	2/83	Fixed-Base Cantilevered Extendible Conveyor	7610-03-000-3627	ASM 5	ENG	MDC	N/A
HBK MS-82	1	2/83	Fixed-Base Cantilevered Extendible Takeaway and Tandem Boom Conveyor	7610-03-000-3628	ASM 5	ENG	MDC	N/A
HBK MS-83	1	2/83	Transversing Base Cantilevered Extendible Takeaway and Tandem Boom Conveyor	7610-03-000-3670	ASM 5	ENG	MDC	N/A

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HBK MS-84-VOL-A	7	3/94	Small Bar Code Sorter Model RA-9 (Bell & Howell), System Information	7610-03-000-3778	ASM 5	ENG	MDC	N/A
HBK MS-84-VOL-B	7	5/94	Small Bar Code Sorter Model RA-9 (Bell & Howell), Parts Information	7610-03-000-9454	ASM 5	ENG	MDC	N/A
HBK MS-101	1	2/88	Stamp Vending Machine PS-53C	7610-01-000-9235	N/A	ENG	MDC	N/A
HBK MS-102	2	11/88	Booklet Vending Machine PBM-2	7610-03-000-9285	N/A	ENG	MDC	N/A
HBK MS-103	1	8/89	Stamp Vending Machine PS-53D	7610-03-000-9318	N/A	ENG	MDC	N/A
HBK MS-105		7/87	Small Currency Changer SCC-3	7610-01-000-9237	N/A	ENG	MDC	R
HBK MS-110	2	1/88	Associate Office Postmaster's Facilities Maintenance Guidelines	7610-03-000-9165	ASM 5	ENG	MDC	N/A
HBK MS-111	2	7/93	Postal Booklet Machine PBM-2A and PBM-6	7610-01-000-9286	N/A	ENG	MDC	N/A
HBK MS-112	2	9/88	Flats, Canceler/Stacker Model 15	7610-01-000-9287	N/A	ENG	MDC	N/A
HBK MS-112-CHG-1	2	7/93	Flats, Canceler/Stacker Model 15, Change 1	7610-03-000-9277	N/A	ENG	MDC	N/A
HBK MS-120 VOL A	3	12/99	Computerized Forwarding System (CFS), Background Information	7610-03-000-4218	POM	ENG	MDC	R
HBK MS-120 VOL B	3	12/99	Computerized Forwarding System (CFS), Maintenance Information	7610-03-000-4219	POM	ENG	MDC	R
HBK MS-120-VOL-C	4	8/1/99	Computerized Forwarding System (CFS), Parts Information	7610-03-000-4022	N/A	ENG	MDC	R
HBK MS-120-VOL-D	3	9/98	Computerized Forwarding System (CFS), Flats Forwarding Terminal (FFT), Maintenance and Parts Information	7610-03-000-9918	N/A	ENG	MDC	N/A

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HBK MS-121	1	11/90	Postal Commodity Machine PCM-1625	7610-02-000-9066	N/A	ENG	MDC	N/A
HBK MS-124-VOL-A	2	3/98	Multi-Position Flats Sorting Machine (MPFSM), Model 881, Background Information	7610-02-000-8115	N/A	ENG	MDC	N/A
HBK MS-124-VOL-B	2	3/98	Multi-Position Flats Sorting Machine (MPFSM), Model 881, Maintenance Information	7610-04-000-1011	N/A	ENG	MDC	N/A
HBK MS-124-VOL-CP-1	2	3/98	Multi-Position Flats Sorting Machine (MPFSM), Model 881, Parts, Wire Lists, and Schematics	7610-04-000-1198	N/A	ENG	MDC	R
HBK MS-124-VOL-CP-2	2	3/98	Multi-Position Flats Sorting Machine (MPFSM), Model 881, Parts, Wire Lists, and Schematics	7610-04-000-1199	N/A	ENG	MDC	R
HBK MS-125	4	5/99	Wide Area Bar Code Reader (WABCR)	7610-02-000-8118	N/A	ENG	MDC	R
HBK MS-128-VOL-AP1	1	11/93	DBCS, Model 990 (ECA), Equipment Information	7610-03-000-9375	N/A	ENG	MDC	N/A
HBK MS-128-VOL-AP2	1	11/93	DBCS, Model 990 (ECA), Equipment Information	7610-03-000-9376	N/A	ENG	MDC	N/A
HBK MS-128-VOL-AP3	1	11/93	DBCS, Model 990 (ECA), Equipment	7610-03-000-9377	N/A	ENG	MDC	N/A
HBK MS-128-VOL-AP4	1	11/93	DBCS, Model 990 (ECA), Equipment Information	7610-03-000-9378	N/A	ENG	MDC	N/A
HBK MS-128-VOL-C	1	4/98	DBCS, Model 990 (ECA), Parts Information	7610-04-000-4586	N/A	ENG	MDC	R
HBK MS-128-CHG-1	1	5/94	DCBS, Changes to - VOL. A	7610-03-000-4016	N/A	ENG	MDC	N/A
HBK MS-130-VOL-A	3	6/2/00	Remote Bar Coding System (RBCS) Output Subsystem (OSS), Background Information	7610-03-000-9068	POM	ENG	MDC	R

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HBK MS-130-VOL-B	3	6/2/00	Remote Bar Coding System (RBCS) Output Subsystem (OSS), Maintenance Information	7610-03-000-9069	POM	ENG	MDC	R
HBK MS-130-VOL-C	3	6/2/00	Remote Bar Coding System (RBCS) Output Subsystem (OSS), Parts Information	7610-03-000-9070	POM	ENG	MDC	R
HBK MS-132-VOL-AP1	1	3/93	Remote Bar Coding System (RBCS) IPSS, System Information	7610-03-000-9198	N/A	ENG	MDC	N/A
HBK MS-132-VOL-AP2	1	3/93	RBCS/IPSS, System Information	7610-03-000-9199	N/A	ENG	MDC	N/A
HBK MS-132-VOL-AP3	1	3/93	RBCS/IPSS, System Information	7610-03-000-9200	N/A	ENG	MDC	N/A
HBK MS-132-VOL-B	1	3/93	RBCS/IPSS, Parts Information	7610-02-000-9201	N/A	ENG	MDC	N/A
HBK MS-132-CHG-1		6/94	RBCS/IPSS, Changes to — VOL. A	7610-03-000-4220	N/A	ENG	MDC	N/A
HBK MS-132-CHG-2		12/94	RBCS/IPSS, Changes to — VOL. A and B	7610-03-000-4221	N/A	ENG	MDC	N/A
HBK MS-133	1	11/93	Scan-Where-You Band Subsystem 16	7610-03-000-9370	N/A	ENG	MDC	N/A
HBK MS-133-CHG-1		11/94	Scan-Where-You Band, Change 1	7610-03-000-4119	N/A	ENG	MDC	N/A
HBK MS-134	1	8/94	Postal Commodity Machine PCM-1625B	7610-03-000-9225	N/A	ENG	MDC	N/A
HBK MS-135	1	7/92	Flat Mail Bar Code Reader (FMBCR)	7610-02-000-9921	N/A	ENG	MDC	N/A
HBK MS-136-VOL-A	3	10/2001	Package Bar Code Sorting (PBCS) System, General Information	7610-05-000-4287	POM	ENG	MDC	R
HBK MS-136-VOL-B	3	2/2001	Package Bar Code Sorting (PBCS) System, Maintenance Information	7610-05-000-4288	POM	ENG	MDC	R
HBK MS-136-VOL-C	3	2/2001	Package Bar Code Sorting (PBCS) System, Troubleshooting Information	7610-05-000-4289	POM	ENG	MDC	R

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HBK MS-137	1	1/93	Belt Driven Sack Induction Station (BDSIS)	7610-03-000-9204	N/A	ENG	MDC	N/A
HBK MS-138-CHG-1	3	6/98	SPBS, Parts Information, Change 1	7610-03-000-4017	N/A	ENG	MDC	R
HBK MS-138-CHG-2	3	9/98	SPBS, Parts Information, Change 2	7610-03-000-4023	N/A	ENG	MDC	R
HBK MS-138-CHG-3	3	11/98	Change 3 to Small Parcel and Bundle Sorter (SPBS-1 & SPBS-2), Equipment Maintenance	7610-03-000-4065	N/A	ENG	MDC	R
HBK MS-138-CHG-4	4	4/02	Change 4 to MS-138-VOL-A	7610-05-000-4901	POM	ENG	MDC	R
HBK MS-138-VOL-A	3	12/97	SPBS I and II, Equipment Maintenance	7610-03-000-9202	N/A	ENG	MDC	N/A
HBK MS-138-VOL-B	3	10/97	SPBS I and II, Parts Information	7610-03-000-9367	N/A	ENG	MDC	R
HBK MS-139		8/94	Postal Booklet and Stamp Machine PBSM-624	7610-03-000-8355	N/A	ENG	MDC	N/A
HBK MS-141-VOL-A	3	8/99	Dual Pass Rough Cull System (DPRCS), Maintenance Information	7610-03-000-7968	N/A	ENG	MDC	R
HBK MS-141-VOL-B	4	5/02	Dual Pass Rough Cull System (DPRCS), Parts Information	7610-04-000-1007	POM	ENG	MDC	R
HBK MS-142-VOL-A	2	10/97	Delivery Bar Code Sorter (DBCS), Model 994, 995, 996, Background Information	7610-04-000-1000	N/A	ENG	MDC	R
HBK MS-142-VOL-B	2	10/97	Delivery Bar Code Sorter (DBCS), Model 994, 995, 996, Maintenance Information	7610-04-000-1001	N/A	ENG	MDC	R
HBK MS-142-VOL-C	2	10/97	Delivery Bar Code Sorter (DBCS), Model 994, 995, 996, Parts, Wire Lists, and Schematics	7610-04-000-1002	N/A	ENG	MDC	R

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HBK MS-142-VOL-D	3	4/98	Delivery Bar Code Sorter (DBCS), Model 994, 995, 996, Optical Character Reader (OCR)	7610-04-000-1003	N/A	ENG	MDC	R
HBK MS-142-VOL-E	3	4/99	Delivery Bar Code Sorter (DBCS), Model 994, 995, 996, Output Subsystem (OSS)	7610-04-000-1004	N/A	ENG	MDC	R
HBK MS-142-VOL-F	2	10/97	Delivery Bar Code Sorter (DBCS), Model 994, 995, 996, Training Information	7610-04-000-1005	N/A	ENG	MDC	R
HBK MS-143	1	12/94	Military International Dispatch and Accountability System (MIDAS)	7610-03-000-4287	N/A	ENG	MDC	N/A
HBK MS-144-VOL-AP-1	1	9/97	Multiline Optical Character Reader/Input Subsystem, (MLOCR/ISS), Background Information	7610-04-000-2973	N/A	ENG	MDC	NA
HBK MS-144-VOL-AP-2	1	9/97	Multiline Optical Character Reader/Input Subsystem, (MLOCR/ISS), Background Information	7610-04-000-2974	N/A	ENG	MDC	NA
HBK MS-144-VOL-AP-3	1	9/97	Multiline Optical Character Reader/Input Subsystem, (MLOCR/ISS), Background Information	7610-04-000-2975	N/A	ENG	MDC	NA
HBK MS-144-VOL-AP-4	1	9/97	Multiline Optical Character Reader/Input Subsystem, (MLOCR/ISS), Background Information	7610-04-000-2976	N/A	ENG	MDC	NA
HBK MS-144-VOL-BP-1	1	9/97	Multiline Optical Character Reader/Input Subsystem, (MLOCR/ISS), Maintenance Information	7610-04-000-2977	N/A	ENG	MDC	NA

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HBK MS-144-VOL-BP-2	1	9/97	Multiline Optical Character Reader/Input Subsystem, (MLOCR/ISS), Maintenance Information	7610-04-000-2978	N/A	ENG	MDC	NA
HBK MS-144-CHG-1	1	2/98	Multiline Optical Character Reader/Input Subsystem, (MLOCR/ISS), Change 1	7610-04-000-4587	N/A	ENG	MDC	R
HBK MS-144-VOL-CP-1	2	2/98	Multiline Optical Character Reader/Input Subsystem, (MLOCR/ISS), Parts Information	7610-04-000-2979	N/A	ENG	MDC	NA
HBK MS-144-VOL-CP-2	2	2/98	Multiline Optical Character Reader/Input Subsystem, (MLOCR/ISS), Parts Information	7610-04-000-2980	N/A	ENG	MDC	NA
HBK MS-144-VOL-DP-1	2	11/98	Multiline Optical Character Reader/Input Subsystem, (MLOCR-A*/ISS), Parts Information	7610-04-000-2981	N/A	ENG	MDC	NA
HBK MS-144-VOL-DP-2	2	11/98	Multiline Optical Character Reader/Input Subsystem, (MLOCR-A*/ISS), Parts Information	7610-04-000-2982	N/A	ENG	MDC	NA
HBK MS-144 Vol. E	1	3/02	Multiline Optical Character Reader/Input Subsystem, (MLOCR-B/ISS) with Manual Mail Mod, Parts Information	7610-05-000-4878	POM	ENG	MDC	R
HBK MS-145	1	9/94	Universal Keystation, Model UK-1	7610-03-000-4024	N/A	ENG	MDC	N/A
HBK MS-145-CHG-1	1	4/95	Universal Keystation, Change 1	7610-03-000-4602	N/A	ENG	MDC	N/A
HBK MS-146	1	4/94	Observatory System	7610-03-000-9451	N/A	ENG	MDC	N/A

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HBK MS-147-VOL-A	2	5/98	CSBCS, Background Information	7610-03-000-4730	N/A	ENG	MDC	R
HBK MS-147-VOL-B	2	5/98	CSBCS, Maintenance Information	7610-03-000-4729	N/A	ENG	MDC	R
HBK MS-147-VOL-C	2	5/98	CSBCS, Parts Information	7610-03-000-4728	N/A	ENG	MDC	R
HBK MS-148-VOL-A	2	1/00	Integrated Mail Handling System (IMHS), Postal Pak Unloader Type A	7610-03-000-6529	N/A	ENG	MDC	N/A
HBK MS-148-VOL-B	2	1/25/00	IMHS, Postal Pak Unloader Type B	7610-03-000-6530	N/A	ENG	MDC	N/A
HBK MS-148-VOL-C	2	1/25/00	IMHS, Postal Pak Loader	7610-03-000-6531	N/A	ENG	MDC	N/A
HBK MS-148-VOL-D	2	1/25/00	IMHS, Parts Information	7610-03-000-6532	N/A	ENG	MDC	N/A
HBK MS-149-CHG-1	2	4/98	Flats Sorting Machine (FSM 1000), Change 1	7610-04-000-4949	N/A	ENG	MDC	R
HBK MS-149-CHG-2	2	6/98	Flats Sorting Machine (FSM 1000), Change 2	7610-04-000-5210	N/A	ENG	MDC	R
HBK MS-149-VOL-A	2	4/97	Flats Sorting Machine FSM 1000, General information, Operating Information, and Theory of Operation	7610-03-000-7031	N/A	ENG	MDC	N/A
HBK MS-149-VOL-B	2	4/97	Flats Sorting Machine FSM 1000, Maintenance Information	7610-03-000-7032	N/A	ENG	MDC	N/A
HBK MS-149-VOL-C	2	4/97	Flats Sorting Machine FSM 1000, Parts Information	7610-03-000-7033	N/A	ENG	MDC	N/A
HBK MS-150	4	9/99	Remote Computer Reader (RCR)	7610-03-000-5995	POM	ENG	MDC	R
HBK MS-151	1	10/96	Postal Booklet Machine, Model PBM-7	7610-03-000-8424	N/A	ENG	MDC	N/A
HBK MS-152	2	4/17/00	Postal Stamp Machine, Model PS-22/PS-22B	7610-03-000-8425	POM	ENG	MDC	R

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HBK MS-154-VOL-A	1	3/96	Letter Mail Labeling Machine (LMLM), Series 400B, Background Information	7610-03-000-7034	N/A	ENG	MDC	N/A
HBK MS-154-VOL-B	1	3/96	LMLM, Series 400B, Maintenance Information	7610-03-000-7035	N/A	ENG	MDC	N/A
HBK MS-154-VOL-C	1	4/96	LMLM, Series 400B, Parts Information	7610-03-000-7036	N/A	ENG	MDC	N/A
HBK MS-154-CHG-1	1	6/97	LMLM, Series 400B, Change 1	7610-04-000-0998	N/A	ENG	MDC	N/A
HBK MS-155-VOL-A	2	3/98	RBCS/IPSS-B, General Information	7610-03-000-7037	N/A	ENG	MDC	R
HBK MS-155-VOL-B	2	3/98	RBCS/IPSS-B, Maintenance Information	7610-03-000-7038	N/A	ENG	MDC	R
HBK MS-155-VOL-C	2	2/98	RBCS/IPSS-B, Parts Information	7610-03-000-7039	N/A	ENG	MDC	R
HBK MS-155-CHG-1		12/99	Remote Bar Coding System (RBCS) Image Processing Subsystem B (IPSS-B), Change 1	7610-04-000-8887	N/A	ENG	MDC	R
HBK MS-157	1	5/96	Transportation Information Management Evaluation System (TIMES)	7610-03-000-7969	N/A	ENG	MDC	N/A
HBK MS-158	1	7/96	Fixed Mechanization Process Control System (FMPCS)	7610-03-000-8247	N/A	ENG	MDC	N/A
HBK MS-160-VOL-A	2	7/99	Lockheed Martin SPBS Feed System, Maintenance Information	7610-04-000-1008	N/A	ENG	MDC	R
HBK MS-160-VOL-B	2	7/99	Lockheed Martin SPBS Feed System, Parts Information	7610-04-000-1010	N/A	ENG	MDC	R
HBK MS-162	1	6/97	MLOCR Recognition Coprocessor	7610-04-000-1006	N/A	ENG	MDC	N/A
HBK MS-162 VOL A	2	6/30/00	Recognition Coprocessor (CoPro), General Information	7610-05-000-4054	N/A	ENG	MDC	R

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HBK MS-162 VOL B	2	6/30/00	Recognition Coprocessor (CoPro), Maintenance Information	7610-05-000-4055	N/A	ENG	MDC	R
HBK MS-162 VOL C	2	6/30/00	Recognition Coprocessor (CoPro), Troubleshooting Information	7610-05-000-4056	N/A	ENG	MDC	R
HBK MS-162 VOL D	2	6/30/00	Recognition Coprocessor (CoPro), Parts Information	7610-05-000-4057	N/A	ENG	MDC	R
HBK MS-163	2	12/96	Automated Barcode Evaluator (ABE)	7610-03-000-8901	N/A	ENG	MDC	N/A
HBK MS-164	2	5/99	Flat Mail Optical Character Reader (FMOCR)	7610-04-000-3262	POM-8	ENG	MDC	R
HBK MS-165-VOL-A	2	10/99	Siemens SPBS-Feed System, Maintenance Information	7610-04-000-1009	N/A	ENG	MDC	R
HBK MS-165-VOL-B	2	10/99	Siemens SPBS-Feed System, Parts Information	7610-04-000-3263	N/A	ENG	MDC	R
HBK MS-166-VOL-AP1	1	12/98	Advanced Facer Canceler System Input Subsystem (AFCS-ISS), Background Information	7610-04-000-1183	N/A	ENG	MDC	R
HBK MS-166-VOL-AP2	1	12/98	Advanced Facer Canceler System Input Subsystem (AFCS-ISS), Background Information	7610-04-000-1184	N/A	ENG	MDC	R
HBK MS-166-VOL-AP3	1	12/98	Advanced Facer Canceler System Input Subsystem (AFCS-ISS), Background Information	7610-04-000-1185	N/A	ENG	MDC	R
HBK MS-166-VOL-BP1	2	3/98	Advanced Facer Canceler System Input Subsystem (AFCS-ISS), Maintenance Information	7610-03-000-8426	N/A	ENG	MDC	N/A

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HBK MS-166-VOL-BP2	2	3/98	AFCS-ISS, Maintenance Information	7610-03-000-8427	N/A	ENG	MDC	N/A
HBK MS-166-VOL-CP1	3	1/99	AFCS-ISS, Parts, Wire Lists, and Schematics	7610-03-000-8361	N/A	ENG	MDC	R
HBK MS-166-VOL-CP2	3	1/99	AFCS-ISS, Parts, Wire Lists, and Schematics	7610-03-000-8362	N/A	ENG	MDC	R
HBK MS-166-VOL-CP3	3	1/99	AFCS-ISS, Parts, Wire Lists, and Schematics	7610-03-000-8363	N/A	ENG	MDC	R
HBK MS-166-VOL-D	2	7/98	AFCS-ISS, Software Reference	7610-04-000-1186	N/A	ENG	MDC	R
HBK MS-167	2	6/98	Multiline Optical Character Reader/Codirectory	7610-03-000-8248	N/A	ENG	MDC	R
HBK MS-168	1	5/97	Bar Code Sorter Sweep Rack (BCSSR)	7610-04-000-3147	N/A	ENG	MDC	R
HBK MS-170	1	7/98	Flat Mail Bar Code Reader (FMBCR)	7610-04-000-5140	N/A	ENG	MDC	R
HBK MS-172	1	10/98	Flats Canceler/Stacker Model 15 (with Modified Canceler)	7610-04-000-5184	N/A	ENG	MDC	R
HBK MS-174-VOL-A	1	5/11/00	Identification Code Sort (ICS) System, Background Information	7610-05-000-0695	N/A	ENG	MDC	R
HBK MS-174-VOL-B	1	5/11/00	Identification Code Sort (ICS) System, Maintenance Information	7610-05-000-0696	N/A	ENG	MDC	R
HBK MS-174-VOL-C	1	5/11/00	Identification Code Sort (ICS) System, Parts Information	7610-05-000-0697	N/A	ENG	MDC	R
HBK MS-175-VOL-A	1	12/98	Lockheed Martin TMS (Phase 2), System Level Maintenance Information	7610-04-000-5490	N/A	ENG	MDC	R
HBK MS-175-VOL-B	1	12/98	Lockheed Martin TMS (Phase 2), Staging Tower Maintenance Information	7610-04-000-5491	N/A	ENG	MDC	R

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HBK MS-175-VOL-C	1	12/98	Lockheed Martin TMS (Phase 2), Cipro Lift Maintenance Information	7610-04-000-5492	N/A	ENG	MDC	R
HBK MS-175-VOL-D	1	12/98	Lockheed Martin TMS (Phase 2), Tilt Tray Maintenance Information	7610-04-000-5493	N/A	ENG	MDC	R
HBK MS-175-VOL-E	1	12/98	Lockheed Martin TMS (Phase 2), Conveyors Maintenance Information	7610-04-000-5494	N/A	ENG	MDC	R
HBK MS-175-VOL-F	1	12/98	Lockheed Martin TMS (Phase 2), Vertical Lift Unit Maintenance Information	7610-04-000-5495	N/A	ENG	MDC	R
HBK MS-175-VOL-G	1	12/98	Lockheed Martin TMS (Phase 2), Versatile High-Speed Staging System Maintenance Information	7610-04-000-5496	N/A	ENG	MDC	R
HBK MS-175-VOL-H	1	12/98	Lockheed Martin TMS (Phase 2), Daifuku Staging Unit System Maintenance Information	7610-04-000-5497	N/A	ENG	MDC	R
HBK MS-176-VOL-A	1	12/98	Siemens TMS (Phase 2), System Level Maintenance Information	7610-04-000-5541	N/A	ENG	MDC	R
HBK MS-176-VOL-B	1	12/98	Siemens TMS (Phase 2), Induction Unit Maintenance Information	7610-04-000-5542	N/A	ENG	MDC	R
HBK MS-176-VOL-C	1	12/98	Siemens TMS (Phase 2), Vertical Lift Unit Maintenance Information	7610-04-000-5543	N/A	ENG	MDC	R
HBK MS-176-VOL-D	1	12/98	Siemens TMS (Phase 2), Conveyor and Chutes Maintenance Information	7610-04-000-5544	N/A	ENG	MDC	R

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HBK MS-176-VOL-E	1	12/98	Siemens TMS (Phase 2), Bar Code Scanner Maintenance Information	7610-04-000-5545	N/A	ENG	MDC	R
HBK MS-176-VOL-F	1	12/98	Siemens TMS (Phase 2), In-Motion Scale Maintenance Information	7610-04-000-5546	N/A	ENG	MDC	R
HBK MS-176-VOL-G	1	12/98	Siemens TMS (Phase 2), Daifuku Staging Unit Maintenance Information	7610-04-000-5547	N/A	ENG	MDC	R
HBK MS-176-VOL-H	1	12/98	Siemens TMS (Phase 2), Nova Sort Maintenance Information	7610-04-000-5548	N/A	ENG	MDC	R
HBK MS-177-VOL-A	1	12/98	Accu-Sort TMS (Phase 2), Conveyor General Information	7610-04-000-5531	N/A	ENG	MDC	R
HBK MS-177-VOL-B	1	12/98	Accu-Sort TMS (Phase 2), Conveyor Maintenance Information	7610-04-000-5532	N/A	ENG	MDC	R
HBK MS-177-VOL-C	1	12/98	Accu-Sort TMS (Phase 2), Conveyor Parts Information	7610-04-000-5533	N/A	ENG	MDC	R
HBK MS-177-VOL-D	1	12/98	Accu-Sort TMS (Phase 2), ALK-25 Staging Unit Maintenance Information	7610-04-000-5534	N/A	ENG	MDC	R
HBK MS-177-VOL-E	1	12/98	Speed Staging System, Maintenance Information	7610-04-000-5535	N/A	ENG	MDC	R
HBK MS-178-VOL-A	2	9/1/01	Automated Flat Sorting Machine 100 (AFSM 100), General Information	7610-05-000-4207	POM	ENG	MDC	R
HBK MS178-VOL-B	2	9/1/01	Automated Flat Sorting Machine 100 (AFSM 100), Maintenance Information	7610-05-000-4208	POM	ENG	MDC	R
HBK MS-178-VOL-C	2	9/1/01	Automated Flat Sorting Machine 100 (AFSM 100), Troubleshooting Information	7610-05-000-4209	POM	ENG	MDC	R

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HBK MS-178-VOL-D	2	9/1/01	Automated Flat Sorting Machine 100 (AFSM 100), Parts Information	7610-05-000-4210	POM	ENG	MDC	R
HBK MS-178-VOL-E	2	9/1/01	Automated Flat Sorting Machine 100 (AFSM 100), Software Reference	7610-05-000-4573	POM	ENG	MDC	R
HBK MS-179	1	1/01	Automated Airline Assignment (AAA), Maintenance Information	7610-04-000-6872	N/A	ENG	MDC	R
HBK MS-180-VOL-A	1	10/15/01	Semi-Automatic Scan Where You Band (SASWYB), Parts Information	7610-05-000-4578	POM	ENG	MDC	R
HBK MS-180-VOL-B	1	10/15/01	Semi-Automatic Scan Where You Band (SASWYB), Parts Information	7610-05-000-4579	POM	ENG	MDC	R
HBK MS-181-VOL-A	1	12/98	Lockheed Martin TMS (Phase 3A), System Level Maintenance Information	7610-04-000-5500	N/A	ENG	MDC	R
HBK MS-181-VOL-B	1	12/98	Lockheed Martin TMS (Phase 3A), Staging Tower Maintenance Information	7610-04-000-5501	N/A	ENG	MDC	R
HBK MS-181-VOL-C	1	12/98	Lockheed Martin TMS (Phase 3A), Cipro Lift Maintenance Information	7610-04-000-5502	N/A	ENG	MDC	R
HBK MS-181-VOL-D	1	12/98	Lockheed Martin TMS (Phase 3A), Tilt Tray Maintenance Information	7610-04-000-5503	N/A	ENG	MDC	R
HBK MS-181-VOL-E	1	12/98	Lockheed Martin TMS (Phase 3A), Conveyors Maintenance Information	7610-04-000-5504	N/A	ENG	MDC	R
HBK MS-181-VOL-F	1	12/98	Lockheed Martin TMS (Phase 3A), Vertical Lift Unit Maintenance Information	7610-04-000-5505	N/A	ENG	MDC	R

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HBK MS-182-VOL-A	2	5/00	Siemens Tray Management System, System Level Maintenance, Maintenance Information	7610-04-000-5549	POM	ENG	MDC	R
HBK MS-182-VOL-B	2	5/00	Siemens Tray Management System, Induction Unit, Maintenance Information	7610-04-000-5550	POM	ENG	MDC	R
HBK MS-182-VOL-C	2	5/00	Siemens Tray Management System, Vertical Lift Unit, Maintenance Information	7610-04-000-5551	POM	ENG	MDC	R
HBK MS-182-VOL-D	2	5/00	Siemens Tray Management System, Conveyors & Chutes, Maintenance Information	7610-04-000-5552	POM	ENG	MDC	R
HBK MS-182-VOL-E	2	5/00	Siemens Tray Management System, Barcode Scanner, Maintenance Information	7610-04-000-5553	POM	ENG	MDC	R
HBK MS-182-VOL-F	2	5/00	Siemens Tray Management System, In-Line Scale, Maintenance Information	7610-04-000-5554	POM	ENG	MDC	R
HBK MS-182-VOL-G	2	5/00	Siemens Tray Management System, Daifuku Staging Unit, Maintenance Information	7610-04-000-5555	POM	ENG	MDC	R
HBK MS-182-VOL-H	2	5/00	Siemens Tray Management System, NovaSort, Maintenance Information	7610-04-000-5556	POM	ENG	MDC	R
HBK MS-183-VOL-A	1	12/98	Accu-Sort TMS (Phase 3A), Conveyor General Information	7610-04-000-5536	N/A	ENG	MDC	R
HBK MS-183-VOL-B	1	12/98	Accu-Sort TMS (Phase 3A), Conveyor Maint Information	7610-04-000-5537	N/A	ENG	MDC	R

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PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
HBK MS-183-VOL-C	1	12/98	Accu-Sort TMS (Phase 3A), Conveyor Parts Information	7610-04-000-5538	N/A	ENG	MDC	R
HBK MS-183-VOL-D	2	8/20/99	Accu-Sort TMS (Phase 3A), AKL-25 Staging Unit, Maintenance Information	7610-04-000-5539	N/A	ENG	MDC	R
HBK MS-183-VOL-E	1	12/98	Accu-Sort TMS (Phase 3A), Versatile High-Speed System Maintenance Information	7610-04-000-5540	N/A	ENG	MDC	R
HBK MS-183-VOL-F	1	8/20/99	Accu-Sort TMS (Phase 3A), Indexing Chain Buffer Storage, Maintenance Information	7610-04-000-7705	N/A	ENG	MDC	R
HBK MS-183-CHG-1		8/20/99	Accu-Sort TMS (Phase 3A), Conveyor, Change 1	7610-04-000-8951	N/A	ENG	MDC	R
HBK MS-184-VOL A	1	1/99	Lockheed Martin TMS (Phase 3B), System Level Maintenance	7610-04-000-5837	N/A	ENG	MDC	R
HBK MS-184-VOL B	1	1/99	Lockheed Martin TMS (Phase 3B), Staging Tower	7610-04-000-5838	N/A	ENG	MDC	R
HB MS-184-VOL C	1	1/99	Lockheed Martin TMS (Phase 3B), Cipro Lift	7610-04-000-5839	N/A	ENG	MDC	R
HBK MS-184-VOL D	1	1/99	Lockheed Martin TMS (Phase 3B), Tilt Tray	7610-04-000-5840	N/A	ENG	MDC	R
HBK MS-184-VOL E	1	1/99	Lockheed Martin TMS (Phase 3B), Conveyors	7610-04-000-5841	N/A	ENG	MDC	R
HBK MS-184-VOL F	1	1/99	Lockheed Martin TMS (Phase 3B), Vertical Lift Unit	7610-04-000-5842	N/A	ENG	MDC	R
HBK MS-185-VOL-A	1	3/99	Lockheed Martin TMS (Kansas City), System Level Maintenance Information	7610-04-000-6185	N/A	ENG	MDC	R

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
HBK MS-185-VOL-B	1	3/99	Lockheed Martin TMS (Kansas City), Staging Tower Maintenance Information	7610-04-000-6186	N/A	ENG	MDC	R
HBK MS-185-VOL-C	1	3/99	Lockheed Martin TMS (Kansas City), Cipro Lift Maintenance Information	7610-04-000-6187	N/A	ENG	MDC	R
HBK MS-185-VOL-D	1	3/99	Lockheed Martin TMS (Kansas City), Tilt Tray Maintenance Information	7610-04-000-6188	N/A	ENG	MDC	R
HBK MS-185-VOL-E	1	3/99	Lockheed Martin TMS (Kansas City), Conveyors Maintenance Information	7610-04-000-6189	N/A	ENG	MDC	R
HBK MS-185-VOL-F	1	3/99	Lockheed Martin TMS (Kansas City), Vertical Lift Unit Maintenance Information	7610-04-000-6190	N/A	ENG	MDC	R
HBK MS-186-VOL-AP1	1	4/24/00	Delivery Bar Code Sorter IV W/Optical Character Reader, (DIOSS), Maintenance Information	7610-05-000-0406	N/A	ENG	MDC	R
HBK MS-186-VOL-AP2	1	4/24/00	Delivery Bar Code Sorter IV W/Optical Character Reader, (DIOSS), Maintenance Information	7610-05-000-0407	N/A	ENG	MDC	R
HBK MS-186-VOL-AP3	1	4/24/00	Delivery Bar Code Sorter IV W/Optical Character Reader, (DIOSS), Maintenance Information	7610-05-000-0408	N/A	ENG	MDC	R
HBK MS-186-VOL-AP4	1	4/24/00	Delivery Bar Code Sorter IV W/Optical Character Reader, (DIOSS), Maintenance Information	7610-05-000-0409	N/A	ENG	MDC	R
HBK MS-186-VOL-BP1	1	4/24/00	Delivery Bar Code Sorter IV W/Optical Character Reader, (DIOSS), Parts Information	7610-05-000-0410	N/A	ENG	MDC	R

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PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
HBK MS-186-VOL-BP2	1	4/24/00	Delivery Bar Code Sorter IV W/Optical Character Reader, (DIOSS), Parts Information	7610-05-000-0411	N/A	ENG	MDC	R
HBK MS-186-VOL-BP3	1	4/24/00	Delivery Bar Code Sorter IV W/Optical Character Reader, (DIOSS), Parts Information	7610-05-000-0412	N/A	ENG	MDC	R
HBK MS-190 VOL-A	1	5/26/00	Delivery Bar Code Sorter 5 (DBCS-5), Background Information	7610-05-000-0646		ENG	MDC	R
HBK MS-190 VOL-B	1	5/26/00	Delivery Bar Code Sorter 5 (DBCS-5), Maintenance Information	7610-05-000-0647		ENG	MDC	R
HBK MS-190 VOL-CP1	1	5/26/00	Delivery Bar Code Sorter 5 (DBCS-5), Parts Information	7610-05-000-0648		ENG	MDC	R
HBK MS-190 VOL-CP2	1	5/26/00	Delivery Bar Code Sorter 5 (DBCS-5), Parts Information	7610-05-000-0649		ENG	MDC	R
HBK MS-190 VOL-CP3	1	5/26/00	Delivery Bar Code Sorter 5 (DBCS-5), Parts Information	7610-05-000-0650		ENG	MDC	R
HBK MS-191-VOL-C	1	12/1/01	Delivery Bar Code Sorter 5 Input/Output Subsystem (DBCS 5 DIOSS), Parts Information	7610-05-000-4561	POM	ENG	MDC	R
HBK MS-192 VOL-A	1	9/15/00	Robotics Containerization System (RCS), Maintenance Information	7610-05-000-4092		ENG	MDC	R
HBK MS-192 VOL-B	1	9/15/00	Robotics Containerization System (RCS), Parts Information	7610-05-000-4093		ENG	MDC	R
HBK MS-193 VOL-AP1	1	7/1/00	Robotic Tray Handling System (RTHS), Maintenance Information	7610-04-000-6892		ENG	MDC	R
HBK MS-193 VOL-AP2	1	7/1/00	Robotic Tray Handling System (RTHS), Schematics	7610-05-000-0698		ENG	MDC	R

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
HBK MS-193 VOL-B	1	7/1/00	Robotic Tray Handling System (RTHS), Parts Information	7610-04-000-6893		ENG	MDC	R
HBK MS-197	2	4/02	Mailing Evaluation Readability Lookup Instrument, Merlin	7610-05-000-4500	POM	ENG	MDC	R
HBK MS-201	1	6/30/00	Flats Feeder 125 (FF125), Technical Service Manual	7610-05-000-4020	N/A	ENG	MDC	R
HBK P-1		3/31/99	General Purchasing Concepts and Practices	7610-04-000-6379		PUR	MDC	MDC
HBK P-2		3/31/99	Design and Construction Purchasing Practices	7610-04-000-6380		PUR	MDC	MDC
HBK P-5 (Formerly HBK PO-504)	N/A	7/2001	Highway Contract Routes — Box Delivery Service	7610-03-000-9312	N/A	NOM	MDC	MDC
HBK PO-101		1/94	Post Office Discontinuance Guide	7610-01-000-9324	POM	MKT	MDC	N/A
HBK PO-102		5/99	Self Service Vending Operational and Marketing Program	7610-03-000-9261	POM	RET	MDC	N/A
HBK PO-130	3	9/00	Postal Products and Services	N/A	POM	RET	IWEB	WWW
HBK PO-140		6/89	Business Reply Mail Accounting System	7610-03-000-3715	POM 1	O	MDC	N/A
HBK PO-201		5/88	Philatelic Center Operations Guide	7610-03-000-9213	POM 2	MKT	MDC	MDC
HBK PO-203		4/90	Postal Retailing	7610-02-000-7022	POM 2	MKT	MDC	N/A
HBK PO-208		2/99	Retail Operations — Focus on Retail	7610-04-000-6033	POM 8	RET	MDC	N/A
HBK PO-205		9/98	Quick Reference Guide for Postal Retail Lobby Upkeep	7610-04-000-5462	POM 8	MKT	MDC	N/A
HBK PO-230		2/00	Pictorial Cancellations	7610-04-000-5772		MKT	MDC	NCS
HBK PO-250	2	8/94	Consumer Answer Book	7610-03-000-9188	POM 2	CA	MDC	N/A
HBK PO-251	2	6/94	Consumer Affairs Handbook	7610-03-000-0364	POM 2	CA	MDC	N/A

Directives and Forms Catalog

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
HBK PO-401	1	8/83	Manual Distribution Operating Guidelines	7610-03-000-9085	POM 4	O	MDC	MDC
HBK PO-406-A		12/93	Flats Sorting Machine (FSM 881) Guidelines	7610-03-000-9398	POM 4	O	MDC	MDC
HBK PO-407		5/84	Engineering Data Isolation Technique (EDIT)	7610-03-000-3632	POM 4	O	MDC	MDC
HBK PO-408		4/95	Area Mail Processing (AMP) Guidelines	7610-03-000-3633	POM 4	O	MDC	MDC
HBK PO-409	1	6/85	Pitney Bowes OCR/CS	7610-03-000-3602	POM 4	O	MDC	MDC
HBK PO-410	1	7/85	Mail Processing Operating Plan Guidelines	7610-03-000-3600	POM 4	O	MDC	MDC
HBK PO-411	1	6/85	Burroughs OCR/CS Operating Guidelines	7610-01-000-9337	POM 4	O	MDC	N/A
HBK PO-412		2/88	Bell and Howell Bar Code Sorter Operating Guidelines	7610-01-000-9599	POM 4	O	MDC	MDC
HBK PO-413		1/91	Platform Operations	7610-02-000-9937	POM 4	O	HQO	MDC
HBK PO-414	1	4/87	Air Contract Data Collection System (ACDCS)	7610-01-000-9339	POM 4	O	MDC	MDC
HBK PO-415		1/91	Mail Preparation	7610-01-000-9340	POM 4	O	MDC	MDC
HBK PO-416		1/91	Presort Mail	7610-03-000-3595	POM 4	O	MDC	MDC
HBK PO-417		1/91	Opening and Pouching	7610-01-000-9342	POM 4	O	MDC	MDC
HBK PO-418	1	12/86	Security of Process Control Computer Systems: A Management Guide	7610-03-000-3795	POM 4	ENG	HQO	N/A
HBK PO-421	1	7/87	Process Control Computer Contingency Planning Guide	7610-03-000-0367	ASM 5	ENG	HQO	N/A
HBK PO-420		11/99	Small Plant Best Practices Guidelines	N/A	POM	FOS	BLUE, IWEB	N/A
HBK PO-422		7/89	Mail Processing Operating Plan for BMCs and ASFs	7610-03-000-3830	POM 4	O	MDC	N/A

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
HBK PO-423		4/92	Requisitioning Labels	7610-03-000-9081	POM 4	O	MDC	N/A
HBK PO-424	1	8/99	AFCS/ISS Operating System Guidelines	7610-02-000-9918	POM	O	MDC, BLUE	N/A
HBK PO-427	1	10/91	Postmaster's Guide to Automation for Business Customers	7610-02-000-7239	POM 4	O	MDC	N/A
HBK PO-430		12/91	Small Parcel and Bundle Sorter Guidelines	7610-02-000-7155	POM 4	O	MDC	N/A
HBK PO-440		1/00	Remittance Mail Processing Best Practices	N/A		OPR	BLUE	N/A
HBK PO-501		6/81	Highway Contract Route Administration	7610-01-000-9354	POM 5	O	MDC	MDC
HBK PO-502		9/92	Container Methods	7610-02-000-9879	POM 5	O	MDC	HQO
HBK PO-503	1	10/83	National Air and Surface System Report Users Guide	7610-03-000-3612	POM 5	O	MDC	MDC
HBK PO-505		3/92	Rail Management Information System Quick Reference Guide	7610-03-000-3601	POM 5	O	HQO	N/A
HBK PO-507		6/91	Air Contract Administrative Procedures	7610-03-000-3593	POM 5	O	MDC	N/A
HBK PO-508		1/00	Intra-Alaska Service by Air: Instructions for Certificated Carriers and Bypass Shippers	7610-02-000-9922	POM 5	O	HQO	N/A
HBK PO-509	1	9/92	Air Taxi Contract Administration	7610-02-000-7941	POM 5	O	MDC	MDC
HBK PO-510		11/83	Equipment Inventory Reporting System (EIRS)	7610-02-000-9994	POM 5	O	MDC	MDC
HBK PO-512		9/89	Plant Loading Authorization and Procedures Guidelines	7610-03-000-3831	POM 5	O	MDC	MDC
HBK PO-513	2	2/90	Mail Transportation Procurement Handbook	7610-03-000-9066	DMM	O	MDC	N/A
HBK PO-514		6/89	Express Mail Military Service	7610-01-000-9967	DMM	O	MDC	MDC

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PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
HBK PO-515		12/96	Highway Contractor Safety	7610-03-000-9144	POM 5	O	MDC	MDC
HBK PO-516		7/98	Highway Contractor Safety (Pocket Edition)	7610-03-000-3755	POM 5	O	MDC	MDC
HBK PO-517		6/92	Guide for Safe Use of the Eastern Region Mail Container	7610-02-000-9923	POM 5	O	MDC	N/A
HBK PO-602	1	11/86	CFS Management Guidelines	7610-03-000-3603	POM 6	O	MDC	MDC
HBK PO-603		6/91	Rural Carrier Duties and Responsibilities	7610-02-000-7023	POM 6	O	HQO	N/A
HBK PO-604		9/89	Plant Loading Authorization and Procedures Guidelines	7610-03-000-3831	N/A	O	MDC	N/A
HBK PO-610		7/00	Signature Capture and Electronic Record Management: Manager's Guide to Standard Operating Procedures	7610-05-000-4048	POM	MKT	MDC	MDC
HBK PO-701		3/91	Fleet Management	7610-01-000-9600	POM 7	O	MDC	N/A
HBK PO-702		6/92	Accident Investigations — Tort Claims	7610-02-000-7024	POM 7	O	MDC	N/A
HBK PO-862-2		10/85	Manual Distribution Quality Test — Data Collection Procedures	7610-03-000-0368	POM 8	O	MDC	HQO
HBK PO-862-14		10/85	Incoming Secondary Test — Data Collection and Analysis Procedures	7610-01-000-9364	POM 8	O	HQO	HQO
HBK PO-869-13	1	2/86	Dispatch Sack Quality Program User's Guide	7610-03-000-3607	POM 8	O	HQO	HQO
HBK PO-864-1	1	10/85	BMC Distribution Test — Sample Design and Data Reduction Procedures	7610-03-000-3604	POM 8	O	HQO	HQO

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
HBK PO-867-1	1	11/85	Manual Distribution Quality Test — Sample Design and Data Reduction Procedures	7610-03-000-3606	POM 8	O	HQO	HQO
HBK PO-867-3	1	11/85	Manual Distribution Quality Program — User's Guide	7610-03-000-9348	POM 8	O	MDC	HQO
HBK PO-867-4		3/83	Manual Distribution Separation Diagnostic Test — Data Collection and Analysis	N/A	POM 8	O	HQO	N/A
HBK RE-1	13	8/96	Realty Acquisition and Management	7610-03-000-9281	N/A	FAC	MDC	N/A
HBK RE-4	2	4/85	Standards for Facility Accessibility by the Physically Handicapped	7610-03-000-3611	ASM 5	FAC	MDC, IWEB	WWW
HBK RE-5	7	3/01	Building and Site Security Requirements	7610-03-000-3666	ASM 5	FAC	MDC	N/A
HBK RE-6	7	12/97	Facilities Environmental Guide	7610-01-000-0386	ASM 5	FAC	MDC, IWEB	WWW
HBK RE-12	1	10/87	Repair and Alteration Surveys	7610-03-000-9290	ASM 5	FAC	MDC	HQO
HBK RE-13	1	10/87	Repair and Alteration of Real Property Facilities	7610-03-000-9297	ASM 5	FAC	MDC	N/A
HBK T-5	N/A	10/16/01	International Mail Operations	7610-03-000-4212	MAN IMM	IB	IWEB	N/A
HBK T-7		9/93	Distributing, Dispatching, and Transporting Military Mail by Air	7610-03-000-3662	POM 6	IB	MDC	MDC

Headquarters Circulars

Headquarters Circulars are permanent instructions directed to Headquarters units only.

PSIN	Edition Date	Title	Filing Number	Org.	USPS Source
HC 72-24	6/27/72	Employees on Reimbursable Loan to Other Government Agencies	VI-A-3	FIN	HQS
HC 73-37	11/30/73	Responsibilities for Printing and Duplicating Matters	IV-B-4	PM	HQS
HC 74-12	6/27/74	Functional Managerial Responsibility for U.S. Postal Service Headquarters Building	VII-B-19	FAC	HQS
HC 74-29	12/13/74	Administrative Control of USPS Funds	VI-A-5	FIN	HQS
HC 75-9	2/10/75	Stocking and Distributing Headquarters Forms	I-C-3	O	HQS
HC 75-14	2/25/75	Executive Committee	VII-A-8	PMG	HQS
HC 75-39	9/17/75	Spare Parts for Capital Equipment	VI-B-7	FAC	HQS
HC 76-19	6/17/76	Reporting of Serious Accidents	V-F-5	IS	HQS
HC 78-19	8/28/78	Scheduling, Using and Controlling the Board of Governors and Benjamin Franklin Rooms	VII-B-16	FAC	HQS
HC 78-28	11/14/78	Guides for Requisitioning and Estimating Printing and Related Services	IV-B-1	PM	HQS
HC 79-2	2/27/79	Energy Conservation	VII-B-7	FAC	HQS
HC 80-9	2/11/80	Accounting for Leases Pertaining to Real Property	VI-B-1	FAC	HQS
HC 81-2	2/12/81	Headquarters Copy Centers	IV-B-5	PM	HQS
HC 81-6	5/14/81	Maintenance & Repair of Office Furniture, Machines, and Equipment	I-C-5	FAC	HQS
HC 81-8	5/21/81	Business Calling Cards	IV-B-2	PM	HQS
HC 82-5	6/2/82	Flexitime Program at HQ & the Management Academy at Potomac	V-D-5	ERM	HQS
HC 83-1	1/25/83	Management and Filing of Records Concerning Interagency Agreements	IV-C-1	FIN	HQS
HC 83-5	5/23/83	USPS HQ Employee Recreation and Benefit Association	V-D-2	ERM	HQS
HC 85-1	3/1/85	Forms Management	IV-C-5	IT	HQS
HC 86-4	9/23/86	Injury Compensation Program	V-F-2	ERM	HQS
HC 86-8	12/23/86	Safety Program	VII-B-14	ERM	HQS
HC 87-3	11/13/87	Attendance and Leave Policy During Inclement Weather	V-D-6	ERM	HQS
HC 88-1	3/4/88	Technical and Analytical Reports Library (TARL)	IV-C-9	INF	HQS
HC 88-6	9/21/88	Library Services	IV-A-3	INF	HQS
HC 91-5	11/22/91	Headquarters Circulars Contents and Appendix	I-B-2	INF	HQS
HC 91-7	12/15/91	Management of Postal Service Intellectual Property	I-B-2	MKT	HQS

Kits

Included are brief instructions, ID stickers, promotional material, safety and energy messages, and other information.

PSIN	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
KIT 8	12/96	SOA Consumer Protection Packet	7530-01-000-9373	IS	MDC	P/F
KIT 12	9/99	REDRESS Press Kit	7690-04-000-5421	GC	MDH	MDC
KIT 15	3/99	A Great Place to Work (for local inserts)	7690-04-000-6196	ERM	MDC	MDC
KIT 15-A	3/99	A Great Place to Work for Skilled Maintenance Workers	7690-04-000-6197	ERM	MDC	MDC
KIT 15-B	10/99	A Great Place to Work for City Carriers	7530-04-000-8736	ERM	MDC	MDC
KIT 16	4/99	PC-70 Ink Jet Printer Visual Resource Kit	7530-04-000-6443	ENG	MDC	R
KIT 17	4/99	PC-80 Ink Jet Printer Visual Resource Kit	7530-04-000-6444	ENG	MDC	R
KIT 39	9/00	Associate Supervisor Program Applicant Folder	7690-05-000-4177	ERM	MDC	N/A

Labels

Included are brief instructions, ID stickers, promotional material, safety and energy messages, and other information.

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
LAB A	5/75	All for ADC	7/8 x 1/2	7690-03-000-9313	RL	O	MDC	P/F
LAB C	5/74	All for Multicode City	7/8 x 1/2	7690-01-000-9001	RL	O	MDC	N/A
LAB CR	9/92	All for Carrier Route	13/16 x 5/8	7690-03-000-9230	RL	O	MDC	P/F
LAB D	5/74	5-Digit ZIP Code	7/8 x 1/2	7690-01-000-9003	RL	O	MDC	P/F
LAB F	5/74	All for Firm	7/8 x 1/2	7690-01-000-9004	RL	O	MDC	P/F
LAB MXD	12/96	Mixed States Package	7/8 x 1/2	7690-03-000-8654	RL	O	MDC	N/A
LAB U	12/96	All Uncoded for ADC Bundles	7/8 x 1/2	7690-03-000-9074	RL	O	MDC	P/F
LAB 1	11/70	Do Not Block Door	12 x 7	7690-03-000-9115	EA	IS	MDC	N/A
LAB 3	5/74	All for SCF	7/8 x 1/2	7690-01-000-9791	RL	O	MDC	P/F
LAB 6	1/97	Vending Equipment Out of Order	5 x 7	7690-03-000-3740	EA	MKT	MDC	N/A
LAB 6-M	6/98	Vending Equipment Out of Order (Magnetic)	5 x 7	7690-03-000-9761	EA	RET	MDC	N/A
LAB 8	11/86	FIM B — Positive of Bar Pattern	3 5/8 x 8	7690-03-000-3678	SH	MKT	MDC	P/F
LAB 10	1/96	CON-CON	6 1/4 x 3 1/8	7690-01-000-9020	EA	O	MDC	N/A
LAB 11-A	7/97	Express Mail Post Office to Post Office Service	8 3/4 x 4 1/2	7690-02-000-9995	EA	IB	EPM	EPM
LAB 11-B	7/97	Express Mail Post Office to Addressee	4 1/2 x 8 3/4	7690-02-000-9996	EA	P&PD	EPM	EPM
LAB 11-C	9/95	Express Mail Airport to Airport	8 3/4 x 4 1/2	7690-01-000-9023	EA	P&PD	EPM	EPM
LAB 11-E	7/97	Express Mail Post Office to Post Office	10 x 4 1/4	7690-02-000-9997	BX	P&PD	EPM	EPM
LAB 11-F	7/97	Express Mail Post Office to Addressee	10 x 4 1/4	7690-02-000-9998	BX	MKT	EPM	EPM
LAB 11-H	5/93	Express Mail Airport to Airport Service	9 1/2 x 4 1/2	7690-03-000-9207	BX	IB	EPM	EPM

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
LAB 14	2/88	Nine-Digit Encoded Mail	1 x 1	7690-01-000-9788	RL	O	MDC	P/F
LAB 19-A	4/97	Par Avion Air Mail	4 x 2	7690-02-000-8745	PD	IB	MDC	P/F
LAB 19-B	4/97	Air Mail Par Avion	2 5/8 x 1 1/4	7690-02-000-8746	PD	IB	MDC	P/F
LAB 21	8/96	Officially Sealed Mail	1 7/8 x 6	7690-03-000-9108	PD	O	MDC	N/A
LAB 23	6/98	Priority Mail Drop Shipment	22 x 11	7690-04-000-5145	EA	MKT	EPM	EPM
LAB 24	1/94	Parcel Post Package Liable to Customs	5 x 2 1/2	7690-03-000-9086	EA	O	MDC	N/A
LAB 27	2/90	Bee Ware	6 x 9	7690-02-000-9143	EA	O	MDC	N/A
LAB 28	2/90	Live Animals	6 x 9	7690-02-000-9144	EA	O	MDC	N/A
LAB 30	12/99	SDPV Hood Caution	7 x 8	7690-04-000-8867	EA	ENG	MDC	R
LAB 33	6/94	Warning: Penalty for Damage to Mailboxes and Theft of Mail	4 5/8 x 2 9/16	7690-01-000-9043	EA	IS	MDC	N/A
LAB 33-S	5/99	Warning: Penalty for Damage to Mailboxes and Theft of Mail	4 1/2 x 4 3/8	7690-04-000-6873	EA	IS	MDC	N/A
LAB 38	8/93	Precautions For Check Cashing	3 x 5	7690-03-000-9227	EA	IS	MDC	N/A
LAB 41	9/93	G-10, Open Return Address	5 1/2 x 3 7/16	7690-03-000-9264	EA	O	MDC	N/A
LAB 46-A	2/77	Presorted First-Class City — Primary Unit	4 x 9 1/2	7690-01-000-9049	EA	O	MDC	N/A
LAB 46-C	2/94	Presorted First-Class — Outgoing Pouch Unit	4 x 9 1/2	7690-03-000-9063	EA	O	MDC	N/A
LAB 47	1/88	Evacuation Forms 809 and 810	4 x 2	7690-02-000-9882	EA	IS	MDC	N/A
LAB 51	8/2002	Delayed Dispatch	8 1/2 x 11	N/A	EA	NOM	IWEB	N/A
LAB 52	8/2002	Delayed Processing	8 1/2 x 11	N/A	EA	NOM	IWEB	N/A
LAB 53	8/2002	Late Arriving Mail	8 1/2 x 11	N/A	EA	NOM	IWEB	N/A
LAB 54	3/76	Special Delivery	8 1/2 x 8 1/8	7690-01-000-9051	SH	P&PD	MDC	P/F
LAB 55-D	2/96	Parcel Locker	5 1/2 x 2 1/4	7690-02-000-8289	EA	O	MDC	N/A

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LAB 58	10/95	Accountable Paper Section	5 x 3	7690-03-000-9065	EA	P&PD	MDC	N/A
LAB 59-D	9/91	Last Collection Time: Arterial Boxes 5:30PM	11 x 5 1/4	7690-02-000-9862	EA	O	MDC	N/A
LAB 59-E	9/91	Last Collection Time: Arterial Boxes 6:00PM	11 x 5 1/4	7690-02-000-9863	EA	O	MDC	N/A
LAB 59-F	9/91	Last Collection Time: Arterial Boxes 6:30PM	11 x 5 1/4	7690-02-000-9864	EA	O	MDC	N/A
LAB 59-G	9/91	Last Collection Time: Arterial Boxes 7:00PM	11 x 5 1/4	7690-02-000-9865	EA	O	MDC	N/A
LAB 59-H	9/91	Last Collection Time: Arterial Boxes 7:30PM	11 x 5 1/4	7690-02-000-9866	EA	O	MDC	N/A
LAB 59-I	9/91	Last Collection Time: Arterial Boxes 8:00PM	11 x 5 1/4	7690-02-000-9867	EA	O	MDC	N/A
LAB 62	8/93	Positioning Restraining Straps	8 1/2 x 11	7690-02-000-7909	EA	O	MDC	N/A
LAB 63	5/95	Express Mail Outside Shipment Label	2 x 12	7690-01-000-9067	EA	P&PD	EPM	EPM
LAB 69-A	3/72	Currency Strap, \$50	1 1/4 x 8	7690-02-000-9886	EA	MKT	MDC	N/A
LAB 69-B	1/73	Currency Strap, \$100	1 1/4 x 8	7690-02-000-9887	EA	MKT	MDC	N/A
LAB 69-D	9/72	Currency Strap, \$250	1 1/4 x 8	7690-02-000-9889	EA	MKT	MDC	N/A
LAB 69-F	3/72	Currency Strap, \$500	1 1/4 x 8	7690-02-000-9891	EA	MKT	MDC	N/A
LAB 69-G	12/75	Currency Strap, \$1,000	1 1/4 x 8	7690-02-000-9877	EA	MKT	MDC	N/A
LAB 70	12/98	Safety Check and Vehicle Dimensions	8 1/2 x 5	7690-03-000-9307	EA	O	MDC	N/A
LAB 80	6/94	HA Permit G-10 Label	3 1/2 x 5 1/2	7690-03-000-0379	PD	FAC	HQS	N/A
LAB 80-A	6/90	Penalty, Indicia, Headquarters Return	6 1/2 x 3 1/2	7690-03-000-0380	EA	IT	HQO	N/A
LAB 86	12/86	Express Mail — Military Service	6 x 3	7690-01-000-9801	PD	O	MDC	N/A

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LAB 87	8/88	Registered Outside	3 x 4 1/4	7690-02-000-9962	EA	P&PD	MDC	N/A
LAB 89	10/91	Closing Registered Mail Container	3 1/2 x 3	7690-03-000-9153	PD	P&PD	MDC	N/A
LAB 97	6/87	Rifled Parcel	3 1/4 x 6	7690-03-000-3765	PD	IS	MDC	N/A
LAB 100	10/98	Nonstandard Size Surcharge	7 x 4 1/2	7690-03-000-9028	EA	P&PD	MDC	N/A
LAB 101	6/90	Permit 10 Penalty First-Class Labels (Permit G-10)	6 1/2 x 3 1/2	7690-03-000-0387	EA	IT	HQO	N/A
LAB 101-V	11/94	G-10 First-Class Mail	6 1/2 x 3 1/2	7690-03-000-9299	EA	P&PD	MDC	N/A
LAB 104-A	7/90	Special Fourth-Class Rate label	6 1/2 x 3 1/2	7690-03-000-0388	EA	IT	HQO	N/A
LAB 105	3/72	Official Seal-Do Not Break Until Authorized	2 X 6 1/2	7690-03-000-9100	SH	IS	MDC	N/A
LAB 106	4/95	Priority Mail Strip	12 x 2	7690-03-000-9057	EA	P&PD	EPM	P/F
LAB 106-A	4/95	Priority Mail Tape	1 5/16 x 5 1/4	7690-03-000-9056	EA	P&PD	EPM	P/F
LAB 107	4/95	Priority Mail Sticker	4 x 2 1/8	7690-02-000-7940	EA	P&PD	EPM	P/F
LAB 107-R	10/93	Priority Mail Sticker	4 x 2 1/8	7690-03-000-9334	EA	P&PD	EPM	P/F
LAB 108	10/94	Express Mail Corporate Account Sticker	3 x 1 5/8	7690-03-000-3584	PD	P&PD	EPM	EPM
LAB 111	2/71	Scales Within Maintenance Tolerances	1 1/2 x 1	7690-03-000-9241	PD	O	MDC	N/A
LAB 112	2/00	Alarms Protect Postal Property	4 x 4	7690-01-000-9093	EA	IS	MDC	N/A
LAB 112-A	10/87	Alarms Protect Postal Property	6 1/2 x 6 1/2	7690-01-000-9094	EA	IS	MDC	N/A
LAB 113	7/87	Inspection Service Exhibit	1 1/2 x 1	7690-03-000-9029	EA	IS	MDC	N/A
LAB 117-A	5/86	Warning: Armed Robbery	11 x 8 1/2	7690-01-000-9097	EA	IS	MDC	N/A
LAB 117-B(S)	2/97	Warning: Armed Robbery (Spanish) (For post office walls)	8 1/2 x 11	7690-01-000-9098	EA	IS	MDC	N/A

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LAB 117-C(S)	2/97	Warning: Armed Robbery (Spanish) (For post office windows)	8 1/2 x 11	7690-03-000-9328	EA	IS	MDC	N/A
LAB 118	12/80	Caution: Scissors Lift	10 1/4 x 9	7690-03-000-3819	EA	ERM	MDC	N/A
LAB 121	9/99	Incoming International Priority Mail	6 3/8 x 4 3/8	7690-04-000-8627		O	MDC	N/A
LAB 127	4/00	Surface Transportation Only	2 1/2 x 2	7690-05-000-0717	RL	O	MDC	N/A
LAB 130	9/95	Hold	8 x 5 3/4	7690-03-000-9231	EA	P&PD	MDC	N/A
LAB 136-B	3/01	U.S. Mail — Destination	2 1/2 x 4 3/4	7690-01-000-9102	PD	IB	MDC	N/A
LAB 136-E	10/71	U.S. Mail — Destination/Weight	2 1/2 x 4 3/4	7690-01-000-9103	PD	O	MDC	N/A
LAB 138	5/88	USPS Weight Ticket	3 1/2 x 8	7690-02-000-9878	EA	O	MDC	N/A
LAB 139	4/88	Input Weighed	3 1/2 x 8	7690-01-000-9104	EA	O	MDC	N/A
LAB 140	8/72	Output Weighed	3 1/2 x 8	7690-02-000-9896	EA	O	MDC	N/A
LAB 141	12/70	Inventoried	3 1/2 x 8	7690-03-000-9036	EA	O	MDC	N/A
LAB 142	3/76	Do Not Weigh	3 1/2 x 8	7690-01-000-9107	EA	O	MDC	N/A
LAB 162	9/73	Local Delivery	10 7/15 x 5	7690-03-000-9329	EA	O	MDC	N/A
LAB 167	1/2000	International Mail FCM Equivalent	3 1/2 x 2	7690-05-000-0657	RL	NOM	MDC	N/A
LAB 168	3/00	Dispatch Placard International Mail FCM Equivalent (HCR)	8 1/2 x 11	7690-05-000-0656	EA	O	MDC	N/A
LAB 169	3/00	Dispatch Placard International Mail FCM Equivalent (PVS)	8 1/2 x 11	7690-05-000-0654	EA	O	MDC	N/A
LAB 176	11/88	Express Mail — Military Service	4 x 2 5/16	7690-02-000-9083	PD	O	MDC	N/A
LAB 204	5/72	First-Class Presorted — All for ZIP Code on Face	3 1/2 x 8	7690-03-000-3829	EA	O	MDC	P/F
LAB 205	5/72	First-Class Presorted — All for First 3 Digits of ZIP Code	3 1/4 x 8	7690-01-000-9118	EA	O	MDC	P/F
LAB 208	11/90	Barcoded Mail Route To BCS	3 1/2 x 8 3/4	7690-02-000-7029	EA	O	MDC	N/A

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LAB 209	8/99	Security Container Label	6 x 6	7690-04-000-8990	EA	ENG	MDC	R
LAB 215	3/87	Caution: Ultra Violet Radiation Within	3 1/2 x 3 5/16	7690-01-000-9121	EA	ERM	MDC	N/A
LAB 216	12/83	Warning: Rotating Parts	1 1/4 x 1 1/4	7690-01-000-9122	EA	MKT	MDC	N/A
LAB 217	12/83	Do Not Wear	2 7/8 x 2	7690-03-000-9303	EA	ERM	MDC	N/A
LAB 218	12/83	When Clearing Stacker	2 13/16 x 1 5/8	7690-01-000-9284	EA	ERM	MDC	N/A
LAB 219	12/83	Caution: Do Not Clear	1 5/8 x 2 1/8	7690-01-000-9125	EA	ERM	MDC	N/A
LAB 220	12/83	Caution: Keep Hands Off Belt	2 x 1 7/16	7690-03-000-9283	EA	ERM	MDC	N/A
LAB 221	12/83	To Remove Full Trays	2 1/2 x 3 5/16	7690-03-000-9091	EA	ERM	MDC	N/A
LAB 222	6/91	Emergency Stop	2 5/8 x 2 5/8	7690-02-000-7906	EA	ERM	MDC	N/A
LAB 223	6/02	Self Service Vending Label	9 1/4 x 6	7690-04-000-4998	EA	RET	MDC	N/A
LAB 224	11/85	Caution: Keep Closed — Turn Power Off Before Opening	2 5/16 x 4 5/16	7690-02-000-7309	EA	ERM	MDC	N/A
LAB 225	1/87	Prevent Theft	6 x 2 1/2	7690-03-000-9330	EA	IS	MDC	N/A
LAB 226-A	6/01	“Stamps To Go” Door Decal	9 x 9	7690-02-000-7030	EA	RET	MDC	N/A
LAB 226-B	4/94	Easy Stamp Cash Register Decal	3 x 3	7690-02-000-7031	EA	MKT	MDC	N/A
LAB 228	7/95	Priority Mail Address Label	4 x 6 7/8	7690-02-000-7033	EA	P&PD	EPM	EPM
LAB 228-C	2/94	Priority Mail Address Label (continuous feed)	3 1/2 x 4 1/2	7690-02-000-7034	EA	P&PD	EPM	EPM
LAB 229	1/91	Skylight Warning	4 1/4 x 3 1/4	7690-02-000-7035	EA	ERM	MDC	N/A
LAB 230	3/91	Loop Mail	8 1/2 x 5 1/2	7690-02-000-8684	EA	O	MDC	N/A
LAB 232	1/92	Anchor Fixture Warning	3 x 5	N/A	EA	ERM	HQO	N/A
LAB 234	4/99	Return Parcel to Addressee	5 1/2 x 3 7/16	7690-02-000-9924	PG	P&PD	MDC	N/A
LAB 235	10/92	Carrier Release	1 x 1/2	7690-03-000-9030	RL	P&PD	MDC	P/F

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LAB 237	10/93	Postal Inspection, Official Business	4 1/4 x 8 1/4	7690-03-000-9489	EA	IS	MDC	N/A
LAB 250	4/99	LMLM Digital I/O Cabling Label		7690-04-000-6235		ENG	TMDC	R

Management Instructions

Management Instructions are short, permanent instructions that provide specialized technical material directed to specific groups of employees.

PSIN	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
MI AS-220-1999-1	1/4/99	Bait Money Order Program	7690-04-000-5604	IS	MDC	N/A
MI AS-270-2000-5	9/1/00	Postal Service Headquarters Access Control System	N/A	IS	HQS, IWEB	N/A
MI AS-310-96-3	5/1/96	Management of Policy and Procedure Information — Paper and On-Line	N/A	IT	HQO, IWEB	N/A
MI AS-340-89-7	9/13/89	Using USPS Official Mail in the Missing Children Program	7610-02-000-9090	FIN	HQO	N/A
MI AS-350-98-2	3/19/98	Establishment of the Postal Service Data Integrity Board	7610-04-000-4771	FIN	HQO	WWW
MI AS-360-87-16	10/29/87	Data Transmission Through Electronic Automatic Private Branch Exchange (EAPBX)	7610-03-000-3537	IT	MDC	N/A
MI AS-510-83-1	1/19/83	USPS Maintenance of Leased Facilities	7610-02-000-9072	O	MDC	MDC
MI AS-510-87-3	3/13/87	Compliance with OSHA Standards — Facility Construction Program	7610-03-000-3833	FAC	MDC	MDC
MI AS-510-87-14	9/30/87	Policy and Guidelines for Preventive Maintenance on Building Systems Equipment	7610-03-000-3513	O	MDC	MDC
MI AS-510-88-4	4/18/88	Postal Space Serving Military Bases	7610-01-000-9929	FAC	HQO	HQO
MI AS-510-90-12	11/20/90	New Facility Start-Up Costs for Decision Analysis Report (DAR)	7610-02-000-7266	ENG	MDC	N/A
MI AS-510-92-5	3/9/92	Major Facility Activation	7610-02-000-9678	ENG	MDC	HQO
MI AS-510-94-4	10/25/94	Security Counterlines	7610-03-000-4040	FAC	MDC	N/A
MI AS-510-97-5	6/24/97	Storage and Retrieval of Headquarters Records	N/A	FAC	HQO, IWEB	N/A
MI AS-510-97-6	7/24/97	Environmental Integration in the New Construction Process	N/A	FAC	HQO, IWEB	WWW
MI AS-510-2000-1	2/7/00	Allocating and Renovating Headquarters Space	N/A	FAC	HQO	N/A
MI AS-510-2000-2	2/10/00	Changing Facility Designs After Project Approval	N/A	FAC	IWEB	N/A
MI AS-510-2000-4	7/20/00	Postal Service Headquarters Parking	N/A	FAC	HQO, IWEB	N/A

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MI AS-510-2001-3	10/1/01	Headquarters Mailroom Services	N/A	FAC	IWEB	N/A
MI AS-520-84-6	4/30/84	Integrated Logistics Support	7610-03-000-3667	ENG	HQO	HQO
MI AS-520-96-9	11/26/96	Facility Planning Concept	7610-03-000-8889	FAC	MDC, IWEB	MDC
MI AS-530-80-8	8/11/80	Container Repair Program	7610-01-000-9446	O	MDC	MDC
MI AS-530-81-17	10/19/81	Special Custodial Allowance for Post Offices	7610-03-000-3669	O	HQO	HQO
MI AS-530-90-5	4/12/90	Preventive Maintenance For Mail Processing Equipment	7610-03-000-3728	O	HQO	HQO
MI AS-530-1999-5	6/9/99	NTSN Guidelines for PS-10 Electronics Technician Positions	N/A	O	IWEB	N/A
MI AS-550-91-10	8/15/91	Pollution Prevention Program	7610-02-000-7046	ENG	MDC, IWEB	MDC, WWW
MI AS-550-92-2	2/7/92	Waste Reduction	7610-02-000-7412	ENG	MDC, IWEB	MDC, WWW
MI AS-550-92-7	3/16/92	Stormwater Management	7610-02-000-9850	ENG	MDC, IWEB	WWW
MI AS-550-92-8	4/21/92	Hazardous Waste Management	7610-02-000-9851	ENG	MDC, IWEB	WWW
MI AS-550-95-9	7/14/95	Underground Storage Tank Management	7610-03-000-5580	ENG	MDC, IWEB	WWW
MI AS-550-95-10	7/21/95	Integrated Pest Management	7610-03-000-5579	ENG	MDC, IWEB	WWW
MI AS-550-95-14	9/1/95	Recycling of Discarded Mail and Undeliverable Bulk Business Mail (UBBM)	7610-03-000-5907	ENG	MDC, IWEB	WWW
MI AS-550-95-18	12/1/95	Clean Air Act Compliance	7610-03-000-6289	ENG	MDC, IWEB	WWW
MI AS-550-96-4	5/17/96	National Environmental Policy Act Operational Guidance	7610-03-000-7600	ENG	MDC, IWEB	WWW
MI AS-550-96-8	9/5/96	Procedures for Reporting Releases of Hazardous and Regulated Substances to the Environment	7610-03-000-8317	ENG	MDC, IWEB	WWW
MI AS-550-97-4	6/17/97	Facility Energy Management Program	7610-04-000-1182	ENG	MDC, IWEB	WWW
MI AS-550-1999-3	3/1/99	Environmental Compliance Review Program	N/A	ENG	HQO	N/A
MI AS-550-1999-4	3/5/99	Alternative Fuel Vehicle Program	7610-04-000-6193	ENG	MDC	WWW
MI AS-610-2001-6	11/2001	Web Affiliation Program	N/A	eCom	IWEB	WWW
MI AS-620-81-2	1/16/81	Mail Processing Scheduling and Staffing — Rate Determination	7610-01-000-9461	O	MDC	MDC

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MI AS-620-83-6	5/27/83	Engineering Technical Units (ETU)	7610-03-000-3664	ENG	HQO	HQO
MI AS-620-83-13	10/1/83	Guidelines for Electronic Technical Level 8 and 9 Positions	7610-03-000-3637	FIN	HQO	HQO
MI AS-620-94-1	8/26/94	Safety Inspection of Heating Boilers, Unfired Pressure Vessels, Elevators, Escalators, and Dumbwaiters	7610-03-000-9505	FAC	HQO	N/A
MI AS-710-89-3	2/1/89	USPS Small, Minority, and Woman-Owned Business Enterprise Program	7610-03-000-3835	PM	MDC	MDC
MI AS-710-97-1	11/11/97	Noncompetitive Purchases	7610-04-000-3584	PM	MDC, IWEB	N/A
MI AS-710-1999-2	2/8/99	Unauthorized Contractual Commitments	7690-04-000-6104	PM	MDC	N/A
MI AS-710-1999-3	5/4/99	Personal Property Management	N/A	FAC	IWEB	N/A
MI AS-720-93-2	11/19/93	Management of Supply Item Inventory	N/A	PM	HQO, IWEB	N/A
MI AS-730-95-1	8/11/95	Management of Directives and Forms Inventory	N/A	PM	HQO, IWEB	N/A
MI AS-740-2002-5	5/2002	Federal Standard Requisitioning and Issue Procedures	N/A	P&M	IWEB	N/A
MI AS-830-93-4	8/20/93	Data Stewardship	7610-03-000-9280	IT	HQO, IWEB	N/A
MI AS-830-93-8	12/23/93	Coordinating Access to Data from National Information System	7610-03-000-8947	IT	MDC, IWEB	N/A
MI AS-830-95-17	10/23/95	Implementing Information Systems in the Field	7610-03-000-5976	IT	MDC, IWEB	N/A
MI AS-840-88-2	3/17/88	Placing Computer Systems in Postal Facilities	7610-03-000-3522	IT	MDC, IWEB	N/A
MI AS-840-88-12	8/31/88	Free Trial Loans of ADP Hardware and/or Software	7610-03-000-3796	IT	MDC, IWEB	N/A
MI AS-840-95-4	5/31/95	Radio Systems Frequencies in Postal Facilities	7610-03-000-4727	IT	MDC, IWEB	N/A
MI AS-840-95-5	5/31/95	Telecommunications Bill Certification	7610-03-000-4778	IT	MDC, IWEB	N/A
MI AS-840-95-6	5/31/95	Acquiring Pay Telephones	7610-03-000-4776	IT	MDC, IWEB	N/A
MI AS-840-95-15	9/7/95	cc:Mail Standards	7610-03-000-5815	IT	MDC, IWEB	N/A
MI AS-840-96-9	10/25/96	Home-Based Postal-Provided Telephone Line for Business Use	N/A	IT	HQO, IWEB	N/A

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MI AS-840-96-10	10/25/96	Telephone Calling Card Management	N/A	IT	HQO, IWEB	N/A
MI AS-840-97-1	3/31/97	NetWare Naming Standards	N/A	IT	HQO, IWEB	N/A
MI AS-840-97-2	3/31/97	Naming Standards for Devices and Domains on the Postal Routed Network	N/A	IT	HQO, IWEB	N/A
MI AS-840-98-2	3/20/98	Dissemination of Postal Information, Products, and Services via the World Wide Web	7610-04-000-4792	IT	MDC, IWEB	N/A
MI AS-840-1999-6	7/20/99	Continuing to Ensure Year 2000 Readiness	7690-04-000-7083	IT	MDS	MDC
MI AS-850-95-2	2/14/95	Request for Logon ID	7610-03-000-4282	IT	MDC, IWEB	N/A
MI AS-860-2001-4	10/9/01	Prohibition of Ownership and Use of Nongovernment Frequency Band Radio Devices	N/A	IT	IWEB	N/A
MI AS-860-2002-3	4/15/02	Acquiring and Managing Wireless Service: Cellular Telephone, Paging, and Wireless Data	N/A	IT	IWEB	N/A
MI AS-860-2002-4	4/11/02	Maintaining a Service Level Agreement	N/A	IT	IWEB	N/A
MI DM-130-92-1	1/31/92	USPS Official Mail — Automation Compliance	7610-02-000-7332	GR&P P	MDC	MDC
MI DM-140-89-2	6/16/89	Collecting Revenue Deficiencies	7610-03-000-3718	MKT	MDC	N/A
MI DM-140-91-1	5/10/91	First-Class Mail Acceptance Policy	7610-02-000-7054	O	MDC	MDC
MI DM-140-91-2	8/23/91	Postage Meters Assigned to Military Post Offices	7610-02-000-7055	O	HQO	HQO
MI DM-140-2001-1	7/20/01	Assessing and Collecting Deficiencies in Postage or Fees	N/A	FIN	IWEB	N/A
MI DM-150-83-2	11/11/83	Highway Contracts — Assignment of Contract Route Numbers	7610-03-000-3655	O	HQO	HQO
MI DM-940-89-1	1/31/89	Furnishing Address Changes to Election Boards and Voter Registration Commissions	7610-03-000-3839	P&PD	HQO	HQO
MI DM-940-89-3	7/7/89	Addressing Conventions	7610-03-000-3680	O	MDC	N/A
MI DM-940-92-2	3/2/92	Computerized Delivery Sequence (CDS) File	7610-02-000-7479	O	HQO	HQO
MI EL-350-94-1	1/4/94	EAS Selection Policies for Filling Headquarters and Headquarters Field Unit Positions	7610-03-000-9429	ERM	HQO, IWEB	N/A

PSIN	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
MI EL-380-88-5	9/12/88	Procedures for Removal or Demotion of PCES Executives and Postmasters	7610-03-000-3798	LR	MDC, IWEB	N/A
MI EL-410-92-3	3/16/92	Compensation System for Structured Development Program Participants	7610-02-000-9837	ERM	HQO, IWEB	N/A
MI EL-410-2002-1	3/22/02	Process for Completing EAS Merit Performance Evaluations and Setting Objectives	N/A	ERM	IWEB	N/A
MI EL-430-90-8	7/2/90	Back Pay	7610-02-000-7056	ERM	MDC, IWEB	MDC
MI EL-440-81-9	10/24/81	National Agreement/FLSA Compliance	7610-03-000-3649	GR&P P	MDC	MDC
MI EL-440-82-5	5/3/82	FLSA Status of a Temporary Employee	7610-03-000-9246	ERM	MDC, IWEB	MDC
MI EL-470-2001-3	7/01	Fiscal Year 2001 Pay for Performance Program	7610-05-000-4510	ERM	MDC, IWEB	N/A
MI EL-510-83-9	10/1/83	Attendance Control	7610-01-000-9513	LR	MDC	MDC
MI EL-510-1999-4	10/99	Annual Leave Sharing Program	7690-04-000-8757	ERM	MDC, IWEB	N/A
MI EL-520-91-2	3/27/91	FEHB: Temporary Continuation of Coverage	7610-02-000-7057	ERM	HQO, IWEB	HQO
MI EL-540-91-1	1/25/91	Job-Related First Aid Injuries	7610-02-000-7058	ERM	MDC, IWEB	N/A
MI EL-620-96-1	7/26/96	Career and Diversity Awareness Conference Guidelines	7610-03-000-7974	DIV	MDC, IWEB	N/A
MI EL-650-96-3	5/30/96	Letters of Warning in Lieu of Time-Off Suspensions	7610-03-000-7673	ERM	MDC, IWEB	N/A
MI EL-660-97-1	1/30/97	Financial Disclosure Report Procedures for the U. S. Postal Service	7610-03-000-9776	GC	MDC, IWEB	N/A
MI EL-660-2000-4	3/17/00	Gifts and Decorations From Foreign Governments	N/A	GC	IWEB	N/A
MI EL-660-2000-5	5/00	Limited Personal Use of Government Office Equipment	7690-05-000-0645	O	MDC, IWEB	MDC
MI EL-670-95-1	5/1/95	Diversity and Affirmative Action Advisory Committee	7610-03-000-4661	DIV	MDC	N/A
MI EL-670-96-4	10/9/96	USPS Hispanic Program	7610-03-000-8519	DIV	MDC, IWEB	MDC
MI EL-720-90-5	6/1/90	Management Associate Program	7610-02-000-7061	ERM	HQO	N/A
MI EL-720-92-1	2/14/92	Professional & Specialist Trainee Program	7610-02-000-7443	ERM	MDC	N/A

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MI EL-720-1998-4	11/30/98	Professional & Specialist Trainee Program	7610-04-000-5705	ERM	MDC, IWEB	N/A
MI EL-720-2000-6	9/00	Business Mail Academy Training Program	N/A	ERM	IWEB	N/A
MI EL-730-85-3	5/14/85	Standard Mail Classification Training Program	7610-03-000-3527	ERM	HQO	HQO
MI EL-730-91-3	3/29/91	Management Trainee Program	7610-02-000-7062	ERM	HQO	HQO
MI EL-730-2000-3	3/13/00	Standard Training Course Numbering Guidelines	7690-05-000-0334	ERM	MDC	N/A
MI EL-810-93-1	9/20/93	Confined Space Safety	7610-03-000-9282	ERM	HQO, IWEB	N/A
MI EL-810-96-1	2/1/96	Response to Hazardous Materials Release	7610-03-000-6536	ERM	MDC, IWEB	N/A
MI EL-810-96-2	2/2/96	Hazard Communication Programs	7610-03-000-6537	ERM	MDC, IWEB	N/A
MI EL-810-98-1	4/7/98	Asbestos-Containing Building Materials Control Program	7610-04-000-4837	ERM	MDC, IWEB	N/A
MI EL-810-1999-1	1/26/99	Lead Hazard Management	7690-04-000-6064	ERM	MDC, IWEB	N/A
MI EL-810-2000-1	1/25/00	Hearing Conservation Programs	7690-05-000-0326	ERM	MDC, IWEB	N/A
MI EL-810-2000-2	3/00	Bloodborne Disease Exposure Control Plans	7610-05-000-0359	ERM	MDC, IWEB	N/A
MI EL-810-2001-1	3/12/01	Personal Property Equipment and Respiratory Protection Programs	7610-05-000-4316	ERM	IWEB	N/A
MI EL-830-1999-5	10/99	Control of Asbestos Exposure From Brake and Clutch Repair and Service	7690-04-000-8756	ERM	MDC, IWEB	N/A
MI EL-860-98-2	5/15/98	Employee Medical Records	7610-04-000-4838	ERM	MDC, IWEB	N/A
MI EL-860-1999-3	10/99	Emergency Response to Mail Allegedly Containing Anthrax	7690-04-000-8739	ERM	MDC, IWEB	N/A
MI EL-860-2000-7	9/28/00	Fitness for Duty Examinations	7610-05-000-4169	ERM	MDC, IWEB	N/A
MI FM-320-80-1	2/1/80	Electronic Funds Transfer (EFT)	7610-02-000-9081	FIN	MDC	MDC
MI FM-320-97-2	6/17/97	Procedures for Electronic Payment From Postal Mailers	7610-04-000-0995	FIN	MDC, IWEB	N/A
MI FM-512-1999-4	10/99	Software Capitalization	7690-04-000-8750	FIN	MDC, IWEB	N/A
MI FM-530-2001-1	1/18/01	Use of Postal Vehicles for Home-to-Work Transportation	N/A	FIN	IWEB	N/A

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MI FM-530-2001-3	8/13/01	Use of Chauffeurs at Headquarters and Designated Drivers in the Field	N/A	FIN	IWEB	N/A
MI FM-610-96-1	3/20/96	Advance Payments	7610-03-000-7268	FIN	HQO, IWEB	N/A
MI FM-610-2000-2	3/7/00	Compliance With the Prompt Payment Act	N/A	FIN	IWEB	N/A
MI FM-640-95-1	3/1/95	Travel Policy for Contractor and Other Non-Postal Service Personnel	N/A	FIN	HQO, IWEB	N/A
MI FM-640-1999-1	1/99	Payments for Supplies and Svcs. Using the Misc. Disb. Pmnt. Process Under Local Buying Authority	7690-04-000-5513	FIN	MDC, IWEB	N/A
MI FM-640-1999-3	4/9/99	Travel Expense Charges for Meetings	7690-04-000-6448	FIN	MDC	N/A
MI FM-640-2000-1	3/9/00	Employer Tax Reporting Responsibilities — Conference, Meeting, and Training Session Mementos or Gifts	7690-05-000-0324	FIN	IWEB	MDC
MI FM-640-2002-1	3/15/02	Government-Issued, Individually Billed Travel Charge Cards	N/A	FIN	IWEB	N/A
MI FM-810-93-3	12/1/93	Claims Against Private Persons for Damage to Postal Property	7610-03-000-9422	FIN	MDC	GPO
MI FM-840-93-1	5/14/93	Adjudicating Authority for Claims for Financial Loss	7610-03-000-9203	FIN	MDC	N/A
MI PM-2.1.6-2002-2	5/02	Noncompetitive Purchases	N/A	P&M	IWEB	N/A
MI PM-4.4.1-2002-3	8/8/02	Economic Pay Adjustments for Highway and Domestic Inland Water Contracts	7610-05-000-5112	NOM	MDC/ IWEB	N/A
MI PM-610-2001-1	4/3/01	Contracting Officer's Representative Program	N/A	PM	IWEB	N/A
MI PO-110-91-1	4/3/91	Guidelines for Providing Retail Services to Military Installations	7610-02-000-7068	MKT	HQO, IWEB	N/A
MI PO-120-82-7	12/8/82	Express Mail Volume and Operation Coordination	7610-01-000-9571	O	HQO	HQO
MI PO-120-2001-3	7/01	Lead Sales and Services Associate Training	N/A	MKT	IWEB	N/A
MI PO-140-89-4	5/1/89	Stamps by Mail Procedures	7610-03-000-3837	MKT	MDC, IWEB	N/A
MI PO-140-89-7	10/30/89	Retail Location Policy	7610-02-000-9126	MKT	MDC	N/A
MI PO-145-98-1	7/10/98	Breast Cancer Research Stamp	N/A	MKT	HQO	N/A
MI PO-250-93-2	8/12/93	Complaint Resolution and Proper use of the Consumer Service Card	7610-03-000-9365	CA	HQO, IWEB	N/A

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MI PO-250-94-2	9/24/94	Telephone Courtesy	7610-03-000-4057	CA	MDC	N/A
MI PO-410-82-4	8/26/82	BMC Van Unloading	7610-01-000-9582	O	HQO	HQO
MI PO-410-83-6	12/15/83	Operation of Automated Mail Processing System	7610-03-000-3541	O	MDC	MDC
MI PO-410-84-4	10/23/84	Second-Class Mail Van Unloading Policy	7610-03-000-3543	O	HQO	HQO
MI PO-410-86-1	9/22/86	Process Control Computer Security	7610-03-000-3544	ENG	MDC, IWEB	HQO
MI PO-420-87-3	3/18/87	Field Division/Management Sectional Center (MSC) General Statistics Reporting System	7610-03-000-3545	O	MDC	MDC
MI PO-420-1999-1	3/31/99	Loop Mail Program	N/A	O	IWEB	WWW
MI PO-440-85-1	3/1/85	Color Coding: Destinating Parcels	7610-01-000-9589	O	HQO	HQO
MI PO-440-88-4	10/21/88	Publication Watch — Revised Form and Procedures	7610-03-000-3801	CA	MDC	N/A
MI PO-510-89-5	6/30/89	Transportation Management Service Center Operating Requirements	7610-02-000-9046	O	HQO, IWEB	HQO
MI PO-530-83-5	11/17/83	Highway Contracts — Negotiated Service Changes	7610-03-000-3575	O	HQO, IWEB	HQO
MI PO-530-88-3	12/5/88	Conducting Highway Contract Route Surveys	7610-03-000-3818	O	MDC, IWEB	MDC
MI PO-530-91-8	12/18/91	Screening Mailhandling Contract Employees	7610-02-000-7314	O	HQO, IWEB	HQO
MI PO-530-2001-2	5/24/01	Processing Trailer Damage Claims	N/A	TRANS	IWEB	WWW
MI PO-540-1999-1	2/13/99	Trailer Repositioning Program	N/A	O	IWEB	N/A
MI PO-540-2001-4	10/31/01	Rail Payments Manual Processing	N/A	NET OPS	IWEB	N/A
MI PO-571-98-2	7/13/98	Establishment of the Mail Transport Equipment Configuration Control Committee (MTEC ³)	N/A	O	IWEB	N/A
MI PO-610-85-3	9/28/85	Daily Unit Volume Recording	7610-03-000-3511	O	MDC	MDC
MI PO-610-87-1	9/9/87	Customer Services Management Data System (CMDCS)	7610-01-000-9720	O	MDC, IWEB	MDC
MI PO-610-2002-2	6/02	Treasury Check Processing Standard Operating Procedures	N/A	NOM	IWEB	N/A
MI PO-680-96-1	9/18/96	<i>FastForwardTM</i>	7610-03-000-8509	O	MDC	N/A
MI PO-680-2001-1	2/14/01	Request for Special Treatment of Improperly Prepared Mail	N/A	DP&P	HQO	N/A

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MI PO-720-95-2	9/29/95	Alcohol and Drug Testing of Employees With a Commercial Driver's License	7610-03-000-5938	O	MDC, IWEB	N/A
MI PO-730-90-1	1/8/90	Accident Investigation Tort Claim Activities	7610-02-000-9137	O	MDC, IWEB	N/A
MI PO-750-87-5	7/17/87	Sale of Postal Vehicles	7610-03-000-3576	FIN	HQO, IWEB	N/A
MI PO-680-2001-1	2/14/01	Request for Special Treatment of Improperly Prepared Mail	N/A	DP&P	HQO	N/A

Manuals

Manuals are basic policies and statements of commitment by the USPS.

PSIN	Issue	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
ASMISSUE	13	7/27/99	Administrative Support Manual	7610-02-000-9881	PA&EC	MDC, IWEB, PE	MDC
DMMISSUE	56	1/7/01	Domestic Mail Manual	7610-03-000-9331	P&PD	MDC, IWEB, PE	GPO, WWW, PE
ELMISSUE	16	8/00	Employee and Labor Relations Manual	7610-02-000-9963	ERM	MDC, IWEB	MDC, WWW
IMMISSUE	27	6/02	International Mail Manual	7610-02-000-9904	IB	MDC, IWEB, PE	GPO, WWW, PE
MANPM	2	1/02	Purchasing Manual	7610-03-000-9546	PM	IWEB	WWW
POMISSUE	8	7/02	Postal Operations Manual	7610-03-000-3558	PA&C	MDC, IWEB, PE	MDC

Memorandums of Policy

Memorandums of Policy are corporate procedures intended for specific audiences. These directives are available through the USPS Intranet page only.

PSIN	Edition Date	Title	Org.	USPS Source
MOP COO-06-05-2000	6/5/00	Solicitation of Signatures on Postal Property	O	IWEB
MOP COO-09-22-1999	9/22/99	Delegation of Approval Authority Revision for Plant Projects	COO	IWEB
MOP COO-01-05-2001	1/5/01	Delegation of Approval Authority Revision for Plant Projects	O	IWEB
MOP COO-05-29-2001	5/29/01	Fiscal Year 2001 Capital Commitments Process-Facility Moratorium	PMG	IWEB
MOP COO-10-16-2001	10/16/01	Cleaning Policy Clarification Due to Anthrax Incidents	ERM	IWEB
MOP COO-10-24-2001	10/24/01	Possibility of Harmful Biological Agents at Collection and Retail Acceptance Points	ERM	IWEB
MOP COO-10-24-2001-2	10/24/01	Personal Protection Equipment Purchases	ERM	IWEB
MOP COO-10-24-2001-3	10/24/01	Anthrax Awareness, Protection and Reporting	ERM	IWEB
MOP COO-10-25-2001	10/25/01	Collection of Employee Data	ERM	IWEB
MOP COO-11-16-2001	11/16/01	Policy on Hoaxes and False Reports	PA&C	IWEB
MOP COO-02-28-2002	2/28/02	Personnel Cooling Fans	ERM	IWEB
MOP COO-02-28-2002-2	02/28/02	High Bay Cleaning at U.S. Postal Service Facilities	COO	IWEB
MOP CR-08-24-1998	8/24/98	Corporate Identity Policy and Guidelines	PA&EC	IWEB
MOP DD-08-31-1995	8/31/95	Policy Statement on Sexual Orientation	DIV	IWEB
MOP DD-01-02-1997	1/2/97	Hispanic Program	DIV	IWEB
MOP DD-08-13-1998	8/13/98	Postal Service Policy on Sexual Harassment	DIV	IWEB
MOP DD-08-27-1998	8/27/98	U.S. Postal Service Policy on Diversity	DIV	IWEB
MOP DD-04-22-1999	4/22/99	Equal Employment Opportunity and Affirmative Action Policy Statement	DIV	IWEB
MOP DR-1-17-2002	1/17/02	Mandatory Consignment of Vehicle Repair Parts Inventory; National Program Contracts	ENG	IWEB
MOP EN-06-10-1993	6/10/93	Policy for Environmental Protection	ENG	IWEB

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MOP EN-12-16-1994	12/16/94	Mercury-Containing Lamps Disposal	ENG	IWEB
MOP EN-03-22-1996	3/22/96	Energy Conservation Program Strategy	ENG	IWEB
MOP EN-06-25-1996	6/25/96	Alternative Fuel Utilization for Postal Vehicles	ENG	IWEB
MOP EN-07-12-1996	7/12/96	Environmental Roles and Responsibilities for Managers	ENG	IWEB
MOP EN-07-31-1996	7/31/96	Alternative Fueled Vehicle Program	ENG	IWEB
MOP EN-09-06-1996	9/6/96	Roles and Responsibilities and Training Guide for Environmental Coordinators	ENG	IWEB
MOP EN-11-14-1996	11/14/96	AOI Project Support — Asbestos Surveys	ENG	IWEB
MOP EN-07-07-1997	7/7/97	Alternate Fuel Vehicle Strategic Plan	ENG	IWEB
MOP EN-05-18-1998	5/18/98	Asbestos Control Programs	ENG	IWEB
MOP ER-09-21-2000	9/21/00	Using the Voluntary Early Retirement Authority Granted by the Office of Personnel Management	ERM, IWEB	N/A
MOP ER-12-07-00	12/7/00	Settlement of Certain Equal Opportunity Complaints	ERM	IWEB
MOP ER-02-21-01	3/8/01	Additional Source Numbers Added to Matrix for Safety Training	ERM	IWEB
MOP ERM-03-26-2001	3/26/01	OSHA Recording Keeping Reviews	ERM	IWEB
MOP ERM-03-28-2001	3/28/01	PS Forms 1784 Now Obsolete	GC	IWEB
MOP ERM-03-29-01-1	3/29/01	Accident Reduction Plans	ERM	IWEB
MOP ERM-03-29-01-2	3/29/01	Implementation of Coordinator Training (Course 19201-45)	ERM	IWEB
MOP FA-05-31-1996	5/31/96	Purchase and Lease of Contaminated Properties	FAC	IWEB
MOP FI-08-28-1998	8/28/98	Statistical Programs Letter #1, FY 1999, Franked Mail System, RPW, TRACS and IOCS Changes, and Recording Procedures for Mailpieces Without Postage Payment Affixed	FIN	IWEB
MOP FI-12-02-1998	12/2/98	Statistical Programs Letter #2, FY 1999, Recording Changes for ODIS and Recording Changes Due to R-97 Rates Implementation	FIN	IWEB
MOP FI-01-11-1999	1/11/99	Statistical Programs Letter #3, FY 1999, Rate Change Implementation Supplemental Materials: Consolidated Originating RPW Test Worksheet, Rural Carrier Route Mail Acceptance Data, PS Form 2848	FIN	IWEB
MOP FI-02-01-1999	2/1/99	Statistical Programs Letter #4, FY 1999, Rural Carrier Cost System (RCS) Changes	FIN	IWEB
MOP FI-02-03-1999	2/3/99	Statistical Programs Letter #5, FY 1999, Supplemental Instructions on Cancellation of TRACS Tests	FIN	IWEB

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MOP FI-02-17-1999	2/17/99	Statistical Programs Letter #6, FY 1999, TRACS Commercial Air/Network Tests PQ 3, FY 1999, Procedures for Items with ACT Tag Code I	FIN	IWEB
MOP FI-03-19-1999	3/19/99	Consulting Services Review Committee	FIN	IWEB
MOP FI-03-24-1999	3/24/99	Statistical Programs Letter #7, FY 1999, Decision Tables for TRACS and Carrier Cost Tests: Rural Carrier Procedures for Recording Roster Designation	FIN	IWEB
MOP FI-03-26-1999	3/26/99	Statistical Programs Letter #8, FY 1999 Parcel Select Service	FIN	IWEB
MOP FI-05-13-1999	5/13/99	Statistical Programs Letter #9, FY 1999, All Programs New Endorsements Automation Mail and Priority Global Guaranteed Procedures	FIN	IWEB
MOP FI-05-25-1999	5/25/99	Elimination of Internal Mail Chargeback	FIN	IWEB
MOP FI-06-16-1999	6/16/99	Statistical Programs Letter #10, FY 1999, MEP Description Documentation Requirements	FIN	IWEB
MOP FI-07-30-1999	7/30/99	Statistical Programs Letter #12, FY 1999, CODES Data Transmission Schedule – ODIS	FIN	IWEB
MOP FI-08-20-1999	8/20/99	Statistical Programs Letter #1, FY 2000, RPW, CCS, TRACS, IOCS, and ODIS	FIN	IWEB
MOP FI-09-08-1999	9/8/99	Statistical Programs Letter #2, FY 2000, Revised RPW & ODIS Mail Shape Definitions	FIN	IWEB
MOP FI-09-10-1999	9/10/99	Statistical Programs Letter #3, FY 2000, Parcel Select Endorsement	FIN	IWEB
MOP FI-09-27-1999	9/27/99	Response Guidelines for Inspector General Reports	FIN	IWEB
MOP FI-02-01-2000	2/1/00	Statistical Programs Letter #4, FY2000, RPW and ODIS Policy and Procedure Changes in September 1999 ed., HBK F-75	FIN	BLUE
MOP FI-02-10-2000	2/10/00	Statistical Programs Letter #5, FY 2002, Recording Changes for RPW, ODIS and IODIS PQ 3, FY 2000 CODES Software	FIN	IWEB
MOP FI-03-06-2000-A	3/6/00	Statistical Programs Letter #6, FY 2000, Using CODES Scanners on ODIS and IODIS Tests	FIN	IWEB
MOP FI-03-06-2000-B	3/6/00	Statistical Programs Letter #7, FY2000, Recording Periodicals with “Ride-Along” Pieces	FIN	IWEB
MOP FI-03-31-2000	3/31/00	Statistical Programs Letter #8, FY 2000, IORFOE Frame Update — Global Priority Mail (GPM)	FIN	IWEB
MOP FI-06-30-2000	6/30/00	Statistical Programs Letter #9, FY 2000, IOCS, ODIS & IODIS	FIN	IWEB
MOP FI-08-24-2000	8/24/00	Statistical Programs Letter #1, FY2001, Training and Monitoring	FIN	IWEB
MOP FI-09-28-2000	9/28/00	Temporary Assignments and Long-Term Details	FIN	IWEB
MOP FI-09-29-2000	9/29/00	Relocation Exceptions	FIN	IWEB
MOP FI-12-18-2000	12/18/00	Recording Changes Due to R-2000 Rates/International Reclassification Implementation	FIN	IWEB

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MOP FI-12-26-2000	12/26/00	Statistical Programs Letter #4, FY 2001, Recording Changes Due to International Mail Reclassification Implementation	FIN	IWEB
MOP FI-02-15-2001	2/15/01	Statistical Programs Letter #5, FY 2001, Determining Mail Class in Domestic Statistical Programs for Unendorsed Mail	FIN	IWEB
MOP FI-06-08-2001	6/8/01	Statistical Programs Letter #6, FY2001	FIN	IWEB
MOP FI-07-25-2001-1	7/25/01	Additional Requirements — FY2001 Requirements	FIN	IWEB
MOP FI-07-25-2001-2	7/25/01	Supplemental Information and Closing Instructions — September 30, 2001	FIN	IWEB
MOP FI-08-23-2001	8/23/01	Statistical Programs Letter #1, FY2002	FIN	IWEB
MOP FI-09-13-2001	9/13/01	Statistical Programs Letter #2, FY2002 Training and Process Review	FIN	IWEB
MOP FI-10-12-2001	10/12/01	Statistical Programs Letter #3, FY2002, TRACS: REcording Information from FedEx D&R Tag	FIN	IWEB
MOP FI-02-12-2002	2/12/02	Statistical Programs Letter #4, FY2002, All Programs	FIN	IWEB
MOP FI-04-26-2002	4/26/02	Policy Memo — Statistical Programs Letter #5, FY2002	FIN	IWEB
MOP FI-06-07-2002	6/07/02	Policy Memo — Statistical Programs Letter #6, FY2002 RPW and ODIS: Recording Changes due to R	FIN	IWEB
MOP GC-10-25-2000	10/25/00	Lottery Advertising	GC	IWEB
MOP HR-08-18-1994	8/18/94	New/Revised OSHA Standards on Personal Protective Equipment	ERM	IWEB
MOP HR-03-16-1995	3/16/95	Clarification — EAS Selection Policy, Section XII, Exceptions	ERM	IWEB
MOP HR-01-23-1997	1/23/97	Use of Methylene Chloride	ERM	IWEB
MOP HR-02-02-1998	2/2/98	OSHA Respiratory Protection Final Rule — Interim Guidance	ERM	IWEB
MOP HR-10-05-1998	10/5/98	Interim Guidance on Compliance	ERM	IWEB
MOP HR-07-14-1999	7/14/99	The Safety Toolkit	ERM	IWEB
MOP HR-02-25-2000	2/25/00	Contractor Safety and Health Issues Interim Guidance	ERM	IWEB
MOP IS-05-03-1996	5/3/96	New Clearance and Document Management Policies	IT	IWEB
MOP IS-03-31-1998	3/31/98	Access to Internet and Postal Intranet	IT	IWEB
MOP IS-08-05-1998	8/5/98	Year 2000 Aging Software Policy	IT	IWEB
MOP IT-01-28-2000	1/28/00	Change/Configuration Management	IT	IWEB
MOP IT-12-11-2000	12/11/00	Microsoft Windows 2000 Professional on Desktop and Laptop Computers	IT	IWEB
MOP IT-03-06-2001	3/6/01	Section 508 Web Accessibility Guidelines	IT	IWEB
MOP IT-05-11-2001	5/11/01	Production Database Administration Management	IT	IWEB

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MOP IT-11-02-2001	11/2/01	Computer Use	IT	IWEB
MOP IT-11-14-2001	11/14/01	Sources for Accurate Time	IT	IWEB
MOP IT-03-11-2002	3/11/02	USPS.Com Development and Domain Usage	IT	IWEB
MOP OPP-07-31-2001	7/31/01	Corporate Flats Strategy	OP	IWEB
MOP OS-10-17-1996	10/17/96	Internal Mailings	O	IWEB
MOP OS-04-21-1998	4/21/98	Hazardous Materials and Dangerous Goods in the Mail	O	IWEB
MOP OS-10-01-2001	10/01	Vehicle Security	DP&P	IWEB
MOP OS-10-23-2001	10/01	Vehicle Security	DP&P	IWEB
MOP PA&C-04-03-2000	4/3/00	Direct Line Communication Vehicle	PA&C	IWEB
MOP PG-03-11-1999	3/11/99	Use of Consulting Services	PMG	IWEB
MOP PG-02-18-2000	2/18/00	Foreign Travel	PMG	IWEB
MOP PG-04-17-2000	4/17/00	Spousal Travel — “Grossing Up” Taxes	PMG	IWEB
MOP PG-04-21-2000	4/21/00	Statement, Postmaster General William J. Henderson	PMG	IWEB
MOP PG-05-19-2000	5/19/00	Deviations for Relocation Benefits	PMG	IWEB
MOP PG-09-29-2000	9/29/00	Foreign Travel	PMG	IWEB
MOP PG-11-08-2000	11/8/00	Endorsement of Nonpostal Products, Services, or Businesses	PMG	IWEB
MOP PM-05-21-1999	5/21/99	Supplier Issues	FAC	IWEB
MOP PP-09-20-2000	9/20/00	Policy Regarding Correspondence to Board of Governors	PA&EC	IWEB
MOP PP-01-05-2001	1/5/01	Commercial Advertising Committee	GR	IWEB
MOP PP-02-13-2001	2/13/01	Stamp Subject Selection Criteria Changes	PA&C	IWEB
MOP PP-02-22-2001	2/22/01	Postal Policies and Procedures	PA&EC	IWEB
MOP PP-10-26-2001	10/26/01	Congressional Visits to Postal Facilities	GR&PP	IWEB
MOP RE-06-16-1998	6/16/98	Hazardous Materials — Prominent DiStatistical Programs Letteray of Poster 76 and Notice 107	IT	IWEB

Notices

Included are brief instructions, ID stickers, promotional material, safety and energy messages, and other information.

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
NOT 1	11/84	Postmaster Vacancy	8 1/2 x 11	7610-01-000-9631	EA	ERM	MDC, IWEB	N/A
NOT 2	4/78	Portable Lockbox Unit	6 x 9	7610-03-000-9103	EA	MKT	MDC	N/A
NOT 3-A	8/98	Letter-Size Mail Dimensional Standards Template	13 x 8	7610-03-000-9053	EA	P&PD	MDC	N/A
NOT 3-C	9/91	In-Office Cost System Auto Compatibility Template	8 x 11	7610-02-000-9004	EA	FIN	MDC	N/A
NOT 3-D	3/97	UCAN Template	15 x 12	N/A	EA	FIN	HQO	N/A
NOT 3-E	3/97	SHAPE Template	15 x 12	N/A	EA	FIN	HQO	N/A
NOT 3-F	3/97	REMIS Template	15 x 12	N/A	EA	FIN	HQO	N/A
NOT 3-H	7/01	Periodicals and Standard Mail: Package Weight and Height for Mail Prepared in Sacks	3 1/8 x 9 3/9	7610-05-000-4496	EA	P&PD	MDC	MDC
NOT 8-A	5/94	Change-of-Address Kit	8 1/2 x 5 1/2	N/A	EA	O	CFS	P/F
NOT 9	6/94	No Smoking — Open Flame	8 1/2 x 6	7690-03-000-9210	EA	O	MDC	N/A
NOT 11	8/02	Tips for Postal Customers with Centralized Mailboxes	8 1/2 x 11	7610-03-000-9146	PG	D&R	MDC	MDC
NOT 12	8/95	Postal Customer Council Membership Certificate	11 x 8 1/2	7610-03-000-9176	EA	MKT	MDC	P/F
NOT 21	11/01	13-Period Year Calendar	8 1/2 x 11	7610-02-000-9894	EA	FIN	IWEB	N/A
NOT 25	4/02	Postal Planning Schedule	8 1/2 x 11	N/A	EA	FIN	IWEB	N/A
NOT 28	7/98	13-Period Fiscal Years Calendar	2 1/2 x 4	7610-03-000-9186	EA	FIN	MDC	N/A

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
NOT 30	11/87	Time Conversion Table	8 1/2 x 11	7610-03-000-9359	EA	FIN	MDC	N/A
NOT 32-B	7/00	PO Box Fee Due (FIM B Marking)	4 1/8 X 9 1/2	7610-03-000-8332	EA	RET	MDC	N/A
NOT 32-C	6/00	PO Box Fee Due (FIM C Marking)	4 1/8 X 9 1/2	7610-03-000-8333	EA	RET	MDC	N/A
NOT 32-N	7/98	Post Office Box No Fee		7610-04-000-5093		MKT	MDC	N/A
NOT 34	9/96	Management Instructions for Mail Delivery to a Central Point	8 1/2 x 11	7610-03-000-9150	EA	O	MDC	N/A
NOT 36	3/86	Labeling Bundled Mail	2 1/2 x 3 1/4	7610-01-000-9653	EA	O	MDC	N/A
NOT 38	3/99	Approaches to Curbside Mailboxes	6 x 4	7610-03-000-9147	EA	O	MDC	N/A
NOT 50	9/92	Theft? Protect Your Mail	3 1/2 x 7 1/4	7610-02-000-9874	EA	IS	MDC	P/F
NOT 52	9/90	USPS Street Letter Box Painting Specifications	8 1/2 x 11	7610-02-000-9885	EA	O	MDC	N/A
NOT 61	1/94	Notice to Customers (Equipment)	8 1/2 x 5 1/2	7610-01-000-9664	EA	O	MDC	P/F
NOT 67	9/00	Automation Template	12 3/8 x 8 1/2	7610-02-000-9906	EA	ENG	MDC	N/A
NOT 69-B	11/96	Neighborhood Delivery and Collection Box	5 x 7	7610-03-000-9185	EA	O	MDC	N/A
NOT 70	9/91	U.S. Postal Service Privacy Act Notice	8 1/2 x 11	7610-01-000-9670	EA	FIN	MDC	N/A
NOT 71	2/98	Bombs by Mail	11 x 8 1/2	7610-03-000-3583	EA	IS	MDC, IWEB	MDC, WWW
NOT 76	6/98	Expanded Vehicle Safety Check	4 x 5 3/4	7610-01-000-9673	EA	O	MDC, IWEB	MDC, WWW
NOT 80	3/92	Mail Chute Obstructions	8 1/2 x 5 1/2	7610-02-000-9961	EA	O	MDC	N/A
NOT 93	5/68	Alternative Mail Security Installations	8 x 10 1/2	7610-03-000-0408	EA	O	HQO	N/A
NOT 107	12/98	Some Things Were Never Meant to be Mailed	3 3/4 x 8 1/2	7610-01-000-9693	EA	OS	MDC	WWW

Directives and Forms Catalog

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
NOT 107-S	10/88	Hazardous Materials! (Spanish)	3 3/4 x 8 1/2	7610-01-000-9999	EA	O	MDC	P/F
NOT 108	1/2002	Customer Reassurance Notice	3 3/4 by 8 1/2	7610-05-000-4816	EA	RM	MDC	P/F
NOT 123	6/30/02	Ratefold	8 1/2 x 11	7610-03-000-9257	EA	P&PD	MDC	P/F
NOT 130	6/86	Warning of Illegal Drugs	11 x 14	7610-03-000-3525	EA	IS	MDC	P/F
NOT 139	1/82	Public Auction — Sale of Used Postal Vehicles	8 1/2 x 11	7610-01-000-9698	EA	O	HQO	N/A
NOT 140	10/88	Sale Surplus Postal Vehicles	8 1/2 x 11	7610-03-000-3551	EA	O	HQO	N/A
NOT 157	4/88	Nonmachinable Surcharge	11 x 8 1/2	7610-01-000-9705	EA	MKT	MDC	N/A
NOT 186	2/92	ZIP+4 Code	3 5/8 x 8 1/2	7610-01-000-9712	EA	O	MDC	P/F
NOT 204	4/96	Dog Days	3 5/8 x 8 1/2	7610-01-000-9730	EA	O	MDC	P/F
NOT 209	11/00	Mailbox Improvement Week	8 1/2 x 5 1/2	7610-03-000-9145	EA	O	MDC, IWEB	P/F
NOT 225	4/91	How to Complete Form 3925	8 1/2 x 11	7610-03-000-3582	EA	O	MDC	N/A
NOT 241	6/87	Administrating the Pandering Advertisement Statute	8 1/2 x 11	7610-01-000-9744	EA	GC	MDC	N/A
NOT 262	7/90	Forwarding, Return, and Address Correction Charts For Change of Address Orders	8 1/2 x 11	7610-02-000-7075	EA	O	MDC	N/A
NOT 273	2/96	Rental Space Available in This Building	8 x 4	7610-03-000-3822	EA	FAC	MDC	N/A
NOT 276	5/90	Automation Readability Video Series	9 x 3 3/4	7610-02-000-7076	EA	O	MDC	N/A
NOT 279	12/90	Heating Ventilating Air Conditioning Controls, Maintenance, and Calibration	11 x 17	7610-02-000-7077	EA	O	MDC	N/A
NOT 422	1/92	MPQC Training Program	8 1/2 x 14	7610-02-000-7307	EA	MKT	MDC	N/A
NOT 423	1/92	FEHB Temporary Continuation of Coverage	8 1/2 x 11	7610-02-000-7316	EA	ERM	MDC, IWEB	N/A

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
NOT 426	7/92	Health Benefits Coverage for Noncareer Employees	11 x 8 1/2	7610-02-000-9928	EA	ERM	MDC, IWEB	N/A
NOT 427	9/92	Health Benefits/Selecting Health Insurance Plan	3 1/2 x 8 1/2	7610-02-000-7936	EA	ERM	MDC, IWEB	N/A
NOT 4314-A	3/02	We Want to Know (Spanish)	3 3/4 x 9	7610-05-000-4889	PG	CA	MDC	P/F
NOT 4314-C	3/02	We Want to Know	3 3/4 x 9	7610-05-000-4859	PG	CA	MDC	P/F

Postal Bulletin

The *Postal Bulletin* is the official record of changes in postal policies and procedures and vehicle for time-sensitive instructions and advance notice of changes in other directives. It is published biweekly and is effective for 1 year unless otherwise specified.

Postal Bulletin articles originate from Headquarters departments and are cleared and approved according to Management Instruction (MI) AS-310-96-3, *Management of Policy and Procedure Information — Paper and On-Line*. Field offices wishing to publish an article in the *Postal Bulletin* should contact their Headquarters vice president or designated representative.

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Postal Employees

Every postal facility receives the *Postal Bulletin* at no charge. Post offices receive the *Postal Bulletin* directly from the Government Printing Office (GPO) with a label that begins with “P00.” Classified stations, branches, and contract stations do not receive their *Postal Bulletins* from GPO. Instead, the *Postal Bulletin* is mailed (or pouched) in a second distribution from their administrative post office. Classified stations, branches, and contract stations should contact that office for changes to their *Postal Bulletin* subscription.

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US POSTAL SERVICE
475 L'ENFANT PLZ SW RM 5540
WASHINGTON DC 20260-5540

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Questions or inquiries about the *Postal Bulletin* should be directed to:

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US POSTAL SERVICE
475 L'ENFANT PLZ SW RM 5540
WASHINGTON DC 20260-5540

Telephone: 202-268-2836

FAX: 202-268-2839

cc:Mail: POSTAL BULLETIN

Internet: pbulleti@email.usps.gov

Posters

Included are brief instructions, ID stickers, promotional material, safety and energy messages, and other information. Philatelic posters are not included on this list. To obtain information about philatelic posters, call 816-545-1000 (postal) or 800 STAMP-24 (public).

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
POS 4-A	1/73	Programmed Delivery Day — Color-Coded Label Chart	8 1/2 x 11	7690-01-000-9136	EA	O	MDC	N/A
POS 5	3/88	Warning: Reusing Postage	11 x 8 1/2	7690-03-000-9182	EA	IS	MDC, IWEB	MDC, WWW
POS 7	4/99	Rules and Regulations Governing Conduct on Postal Property	8 1/2 X 11	7690-03-000-9181	EA	IS	MDC, IWEB	WWW
POS 21	4/98	Sexual Harassment	10 x 10	7690-03-000-0420	EA	DIV	MDC, IWEB	N/A
POS 21-A	4/98	Sexual Harassment	18 x 24	7690-04-000-4839	EA	DIV	MDC	N/A
POS 21-B	3/01	Varieties of Sexual Harassment	18 x 24	7690-05-000-4309	EA	DIV	MDC	N/A
POS 21-C	3/01	Sexual Harassment — It's Illegal	18 x 24	7690-05-000-4310	EA	DIV	MDC	N/A
POS 23-S	1/7/01	Postal Rates and Fees	14 x 21	7690-03-000-4151	EA	P&PD	MDC	PBC
POS 25-A	3/78	Criteria For Processing Parcels In Bulk Mail Centers	17 x 22	7690-03-000-3797	EA	MKT	MDC	N/A
POS 25-B	11/79	Criteria For Processing Parcels In Bulk Mail Centers	24 x 31	7690-01-000-9139	EA	O	MDC	N/A
POS 25-C	12/93	Criteria For Processing Parcels In Bulk Mail Centers	8 1/2 x 11	7690-03-000-9287	EA	O	MDC	N/A
POS 26	7/95	Letter and Package Bomb Indicators	14 x 21	7690-02-000-9128	EA	IS	MDC	WWW
POS 29	3/94	Guiding Principles	8 1/2 x 11	N/A	EA	GR&PP	MDC	N/A
POS 29-A	3/94	Guiding Principles	14 x 21	N/A	EA	GR&PP	MDC	N/A
POS 29-L	3/94	USPS Guiding Principles	14 x 21	N/A	EA	GR&PP	MDC	N/A
POS 29-S	3/94	USPS Guiding Principles	8 1/2 x 11	N/A	EA	GR&PP	HQO	N/A

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
POS 42	9/96	Fair Labor Standards Act	8 1/2 x 11	7690-03-000-9235	EA	ERM	LOC, IWEB	N/A
POS 49	9/93	Tire Pressure Chart	16 x 19 1/2	7690-03-000-9252	EA	O	MDC	N/A
POS 50-A	3/99	Breast Cancer Stamp	24 x 36	7690-04-000-6232	EA	MKT	MDC	N/A
POS 50-B	3/99	Breast Cancer Stamp	24 x 36	7690-04-000-6233	EA	MKT	MDC	N/A
POS 51	9/01	International Postal Rates and Fees	16 x 21	7610-01-000-9149	EA	IB	MDC	P/F
POS 54-A	11/98	BMEU — Only You Can Prevent Revenue Loss	24 x 36	7690-04-000-5691	EA	FIN	MDC	N/A
POS 54-B	11/98	BMEU — Only You Can Prevent Revenue Loss	11 x 17	7690-04-000-5692	EA	FIN	MDC	N/A
POS 61	9/94	Policy Statement on Drug Abuse	8 1/2 x 11	7690-02-000-9123	EA	ERM	MDC, IWEB	P/F
POS 62	5/98	Violence-Free Workplace	14 x 17	7690-05-000-4320	EA	IS	HQO, MDC	N/A
POS 62-A	5/98	Violence-Free Workplace	24 x 36	7690-05-000-4321	EA	IS	HQO, MDC	N/A
POS 66	1/2001	Workplace Security	18 x 24	7690-05-000-4228	EA	IS	MDC	N/A
POS 72	12/93	EEO Is the Law	8 1/2 x 11	7690-03-000-9326	EA	LR	MDC	N/A
POS 74	1/99	Packaging Pointers	17 x 22	7690-03-000-9236	EA	MKT	MDC	P/F
POS 74-S	6/82	Packaging Pointers (Spanish)	17 x 22	7690-01-000-9166	EA	P&PD	MDC	MDC
POS 76	1/99	Some Things Were Never Meant to Be Mailed	8 1/2 x 11	7690-03-000-9321	EA	IS	MDC	WWW
POS 76-S	1/99	Hazardous Materials (Spanish)	8 1/2 x 11	7690-03-000-3697	EA	IS	MDC	WWW
POS 81	4/2001	Reused Boxes	24 x 36	7690-05-000-4434	EA	NOM	MDC	N/A
POS 83	3/98	How to Mail Permit Imprint Mail	8 1/2 x 11	7690-04-000-4742	EA	P&PD	MDC	N/A
POS 113-A	11/88	Examine Empty Sacks and Pouches	11 x 14	7690-01-000-9901	EA	O	MDC	N/A
POS 113-B	11/88	Examine Empty Sacks and Pouches	21 x 28	7690-01-000-9180	EA	O	MDC	N/A
POS 114-A	9/92	Defective Sack and Pouch Identification	11 x 14	7690-01-000-9181	EA	O	MDC	N/A
POS 114-B	9/92	Defective Sack and Pouch Identification	21 x 28	7690-01-000-9182	EA	O	MDC	N/A

Directives and Forms Catalog

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
POS 116-A	8/86	Optional Endorsement Program Reminder	11 x 14	7690-01-000-9185	EA	O	MDC	N/A
POS 116-B	8/86	Optional Endorsement Program Reminder	21 x 28	7690-03-000-3788	EA	O	MDC	N/A
POS 118	6/86	Say "Nope" to Dope	8 1/2 x 11	7690-01-000-9905	EA	IS	MDC	MDC
POS 123-L	7/1/01	Postal Rates and Fees	24 x 36	7690-03-000-4150	EA	P&PD	MDC	PBC
POS 123-S	7/1/01	Postal Rates and Fees	14 x 21	7690-03-000-4151	EA	P&PD	MDC	PBC
POS 130	7/98	Occupational Safety and Health Protection for Postal Employees	11 X 17	7690-02-000-9992	EA	ERM	MDC	N/A
POS 133	6/2002	MERLIN Mailpiece Orientation: Letters	24x36	N/A	EA	MK	HQO	N/A
POS 134	6/2002	MERLIN Mailpiece Orientation: Flats	24x36	N/A	EA	MK	HQO	N/A
POS 136	8/98	REDRESS Resolve Disputes Poster	11 X 17	7690-04-000-5420	EA	GC	MDH	N/A
POS 137	8/98	Redress Questions & Answers	8 1/2 x 11	N/A	EA	GC	HQO	N/A
POS 139	1/82	For Sale — Surplus Postal Vehicles	8 1/2 x 11	7690-01-000-9190	EA	O	HQO	HQO
POS 150	10/1/99	Security Control Officer Program	8 1/2 x 11	7690-05-000-0361	EA	IS	MDC	N/A
POS 158	5/95	Possession of Firearms and Other Dangerous Weapons on Postal Property is Prohibited by Law	8 1/2 x 11	7610-03-000-3949	EA	RET	MDC	N/A
POS 160	11/01	Proper Documentation of USTs	24 x 36	7690-05-000-4601	EA	ENG	MDC	N/A
POS 161	11/01	Labeling Your Used Oil	24 x 36	7690-05-000-4602	EA	ENG	MDC	N/A
POS 162	11/01	Implementing Your SWPPP and SPCC Plan	24 x 36	7690-05-000-4603	EA	ENG	MDC	N/A
POS 163	11/01	Managing Hazardous Waste Documentation	24 x 36	7690-05-000-4604	EA	ENG	MDC	N/A
POS 164	11/01	Storage of Old Unused or Excessive Materials	24 x 36	7690-05-000-4605	EA	ENG	MDC	N/A
POS 165	11/01	Hazardous Waste Container Labeling	24 x 36	7690-05-000-4606	EA	ENG	MDC	N/A
POS 166	11/01	Hazardous Material Storage Spill Containment	24 x 36	7690-05-000-4607	EA	ENG	MDC	N/A

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
POS 167	11/01	Disposing of Your Hazardous Waste	24 x 36	7690-05-000-4608	EA	ENG	MDC	N/A
POS 168	11/01	Maintaining Refrigerant Management Records	24 x 36	7690-05-000-4609	EA	ENG	MDC	N/A
POS 169	11/01	Fluorescent Lamps and Ballast Disposal	24 x 36	7690-05-000-4610	EA	ENG	MDC	N/A
POS 175	1/98	Bulk Mail Center Network	17 x 22	7690-03-000-9075	EA	O	MDC	N/A
POS 263-A	9/90	Mexico Money Order Service	14 x 21	7690-03-000-0429	EA	IB	HQO	HQO
POS 263-B	9/90	Mexico Money Order Service	24 x 36	7690-03-000-0430	EA	IB	HQO	HQO
POS 264-B	3/91	Injury Compensation Abuse Poster (Mail Handler)	14 x 18	7690-02-000-7081	EA	IS	MDC	N/A
POS 264-C	3/91	Injury Compensation Abuse Poster (Letter Carrier)	14 x 18	7690-02-000-7082	EA	IS	MDC	N/A
POS 265	7/92	Drugs By Mail	11 x 14	7690-03-000-9031	EA	IS	MDC, IWEB	MDC, WWW
POS 296	2/1/00	Notice of Reward	8 1/2 x 11	7690-03-000-9335	EA	IS	MDC, IWEB	WWW
POS 298	1/01	Hazardous Materials Warning Labels	24 x 36	7690-05-000-4227	EA	O	MDC	N/A
POS 301	1/01	Form 8125 — For Drop Ship Clearance	24 x 36	7690-05-000-4239	EA	P&PD	MDC	N/A
POS 302	1/01	Form 8125-C — For Consolidated Drop Ship Clearance	24 x 36	7690-05-000-4240	EA	P&PD	MDC	N/A
POS 303	1/01	Form 8125-CD — For Consolidated Drop Ship Clearance-DSMS	24 x 36	7690-05-000-4241	EA	P&PD	MDC	N/A
POS 304	1/01	Drop Ship Clearance Procedures	24 x 36	7690-05-000-4242	EA	P&PD	MDC	N/A
POS 305	1/01	Name and Rate Marking Changes	24 x 36	7690-05-000-4243	EA	P&PD	MDC	N/A
POS 306	1/01	Sack Labels — New Line 2 Information	24 x 36	7690-05-000-4244	EA	P&PD	MDC	N/A
POS 307	1/01	Pallet Labels — New Line 2 Information	24 x 36	7690-05-000-4245	EA	P&PD	MDC	N/A
POS 311	12/01	Tampering With Mail	18 x 24	7690-05-000-4815	EA	IS	MDC, WWW	MDC, WWW

Directives and Forms Catalog

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
POS 308	3/01	Postal Store	16 x 24	7690-05-000-4311	EA	PA&EC	MDC	N/A
POS 310	1/98	Mail Theft is a Crime	14 x 11	N/A	EA	IS	HQO	HQO
POS 355-A	7/94	What's the Idea?	11 x 14	7690-02-000-9501	EA	ERM	MDC	N/A
POS 355-B	7/94	What's the Idea?	8 1/2 x 11	7690-02-000-3993	EA	ERM	MDC	MDC
POS 500	10/99	Report Fraud, Waste, Abuse, and Mismanagement	18 X 24	7690-04-000-8861	EA	IG	MDC, IWEB	MDC, WWW
POS 527	7/93	Money Order Poster	14 x 21	7690-02-000-7085	EA	IS	MDC	N/A
POS 530	7/93	Altered Money Orders	14 x 21	7690-03-000-9346	EA	IS	MDC	MDC
POS 543	1/00	Two Easy Methods to Bid Jobs		7690-04-000-8865	EA	ERM	MDC, IWEB	N/A
POS 601	N/A	\$10,000 Special Notice of Reward	8 1/2 x 11	N/A	EA	IS	HQO	HQO
POS 603	N/A	Don't Throw It Away	11 x 14	N/A	EA	IS	HQO	HQO
POS OSHA 3165	4/17/01	Job Safety and Health Protection — English Language	20 x 14	7690-05-000-4387	EA	ERM	MDC	N/A
POS OSHA 3167	4/17/01	Job Safety and Health Protection — Spanish Language	20 x 14	7690-05-000-4388	EA	ERM	MDC	N/A
POS Q015	1/7/01	Ancillary Service Endorsements	14 X 21	7690-05-000-4045	EA	P&PD	MDC	N/A
POS Q130	1/7/01	First-Class Mail — Presorted Letters and Cards	14 X 21	7690-03-000-8911	EA	P&PD	MDC	PBC
POS Q132	1/7/01	First-Class Mail — Presorted Flats	14 X 21	7690-03-000-8912	EA	P&PD	MDC	PBC
POS Q140	1/7/01	First-Class Mail — Automation Letters and Cards	14 X 21	7690-03-000-8913	EA	P&PD	MDC	PBC
POS Q141	1/7/01	First-Class Mail — Automation Flats	14 X 21	7690-03-000-8914	EA	P&PD	MDC	PBC
POS Q230	1/7/01	Periodicals — Nonautomation Letters	14 X 21	7690-04-000-5227	EA	P&PD	MDC	PBC
POS Q231	1/7/01	Periodicals — Nonautomation Flats	14 X 21	7690-04-000-5228	EA	P&PD	MDC	PBC
POS Q632	1/7/01	Standard Mail (A) — Presorted Forms	14 X 21	7690-03-000-8916	EA	P&PD	MDC	PBC
POS Q640	1/7/01	Standard Mail (A) — Automation Letters	14 X 21	7690-03-000-8917	EA	P&PD	MDC	PBC

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
POS Q641	1/7/01	Standard Mail (A) — Automation Flats	14 X 21	7690-03-000-8918	EA	P&PD	MDC	PBC
POS Q810	1/7/01	Designing Letters and Cards for Automated Processing	14 X 21	7690-03-000-8922	EA	P&PD	MDC	PBC
POS Q820	1/7/01	Designing Flats for Automated Processing	14 X 21	7690-03-000-8923	EA	P&PD	MDC	PBC

Publications

Publications are specialized instructions, often meant for the public, such as how-to guides or brochures, catalogs, and reference works.

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
PUB 2		1/02	Packaging for Mailing	7610-01-000-9774	DMM	P&C	MDC	P/F
PUB 5		7/01	Let's Do Business	7610-03-000-9156	PM	DIV	MDC	P/F
PUB 5-A		7/01	Let's Do Business	7610-05-000-4225	N/A	DIV	MDC	P/F
PUB 5-A-C		7/01	Let's Do Business	7610-05-000-4433	N/A	DIV	MDC	P/F
PUB 5-A-S		7/01	Let's Do Business	7610-05-000-4432	N/A	DIV	MDC	P/F
PUB 5-S		7/01	Negociemos (Let's Do Business)	7690-03-000-6510	N/A	DIV	MDC	P/F
PUB 8		9/98	Address Change Service	7610-03-000-9142	N/A	O	MDC	P/F
PUB 9	8	1/96	Stamps etc.	7610-03-000-4604	N/A	P&PD	MDC	P/F
PUB 12		11/1/01	Health Benefits Open Season Administrative and Processing Information	N/A	ELM	ERM	IWEB	N/A
PUB 14		12/96	Prohibitions and Restrictions on Mailing Animals, Plants, and Related Products	7610-02-000-7902	DMM	P&PD	MDC, IWEB	P/F
PUB 16		8/89	Mail Chutes, Receiving Boxes, and Auxiliary Collection Boxes: Regulations and Specifications	7610-03-000-9310	DMM D	O	MDC	P/F
PUB 18		6/96	Manager's Guide to Understanding Affirmative Action	7610-03-000-7755	N/A	O	MDC, IWEB	N/A
PUB 20		8/95	Priority Mail	7610-02-000-9975	DMM E	P&PD	EPM	P/F
PUB 23-A		8/90	USPS Tag Guide	7610-03-000-3737	POM	O	MDC	MDC
PUB 25		4/2001	Designing Letter and Reply Mail	7610-03-000-9119	MAN DMM C	P&PD	MDC	P/F
PUB 28		11/00	Postal Addressing Standards	7610-03-000-3688	DMM	O	MDC	P/F
PUB 30		4/96	Breast Cancer	7610-03-000-7043	N/A	PA&EC	MDC	P/F
PUB 32		5/97	Glossary of Postal Terms	7610-03-000-9296	ASM 3	IT	MDC, IWEB	MDC

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
PUB 33		1/96	Mail Transportation Contracting Guide	7610-03-000-3720	PM	PM	MDH	MDC
PUB 33-S		6/89	Transportation Contracts Prospective Bidder's Guide (Spanish)	7610-03-000-0435	PM	O	HQO	HQO
PUB 37		8/96	How to Find Financing for Your Business	7610-03-000-7996	N/A	DIV	MDC, IWEB	
PUB 38		2/80	Postal Agreement with the Department of Defense	7610-01-000-9809	ASM 4	IB	MDC	MDC
PUB 38-A		6/83	Guidelines for Providing Postal Services on a Military Installation	7610-03-000-3555	ASM 4	IB	MDC	HQO
PUB 39		4/00	United States Postal Service Coloring and Activity Book	7610-03-000-9154	POM	MKT	MDC, IWEB	P/F
PUB 40		2/99	Address Information Systems Products and Services	7610-03-000-9300	DMM	O	MDC	P/F
PUB 42		2/99	Manager's Guide to Retaining Career Employees	7610-03-000-8772	N/A	DIV	MDC	N/A
PUB 44		5/71	Repair Parts Catalog — ZIP Mail Translator (ZMT) Model 304	7610-04-000-4347	N/A	ERM	MDC, IWEB	N/A
PUB 45		12/98	A Violence-Free Workplace	7610-04-000-4848	ASM 5	O	MDC, IWEB	N/A
PUB 46		7/94	Business Reply Mail Accounting System	7610-03-000-9450	POM	P&PD	MDC	P/F
PUB 49		1/7/01	Getting Started with Standard Mail	7610-02-000-9901	DMM	P&PD	MDC	P/F
PUB 51		9/01	International Postal Rates and Fees	7610-01-000-9815	IMM	IB	MDC	P/F
PUB 52		7/99	Hazardous, Restricted, and Perishable Mail	7610-03-000-9109	DMM C	MKT	MDC, IWEB	MDC
PUB 54		10/96	Notice of Bomb Threat	7610-03-000-8546	N/A	IS	MDC	N/A
PUB 55		7/95	USPS Procedures: Mail Cover Requests	7610-03-000-9109	ASM 12	IS	HQO	N/A
PUB 56-A	7	4/82	Owner's Guide, Model DJ-5 Series Dispatcher 100 Light Delivery Truck	7610-01-000-9817	POM 7	O	MDC	HQO
PUB 57	5	1/92	REDI Plant Load User's Guide	7610-02-000-9110	POM 5	O	MDC	MDC
PUB 60		2/99	A Great Place to Work	7960-04-000-6126	N/A	ERM	MDC	N/A

Directives and Forms Catalog

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
PUB 60-A		6/01	Test Orientation Guide for Major Entry-Level Jobs	7610-05-000-4415	N/A	ERM	MDC	N/A
PUB 60-B		10/99	A Great Place to Work for City Carriers	7610-04-000-8735	ELM	ERM	MDC	MDC
PUB 60-C		6/01	Automotive Maintenance Workers	7610-05-000-4416	N/A	ERM	MDC	MDC
PUB 60-D		6/01	Skilled Maintenance Workers	7610-05-000-4417	N/A	ERM	MDC	MDC
PUB 63		5/95	Designing Flat Mail	7610-03-000-9221	DMM	P&PD	MDC, PE, IWEB	P/F, WWW
PUB 65		1997	National Five-Digit ZIP Code and Post Office Directory	7610-02-000-9149	DMM 1	O	HQO	PO
PUB 65-A		1997	National Five-Digit ZIP Code and Post Office Directory (for internal use only)	7610-01-000-9821	DMM 1	O	HQO	N/A
PUB 66		1997	ZIP+4 State Directory	7610-02-000-9150	DMM	O	HQO	PO
PUB 66-A		1997	ZIP+4 State Directory (internal use only)	7610-02-000-9151	DMM	O	HQO	N/A
PUB 71		2/01	Notice for Employees Requesting Leave for Conditions Covered by the FMLA	7610-03-000-9441	MAN ELM 5	ERM	IWEB, MDC	N/A
PUB 75		1/95	Mover's Guide	7610-03-000-4795	DMM	O	MDC	P/F
PUB 75-S		10/94	Mover's Guide (La Mudanza) (Spanish)	7610-03-000-4096	DMM	O	MDC	P/F
PUB 79	1-4	1/70	Repair Parts Catalog — Canceling Machine, Model F	7610-03-000-3559	ASM 5	O	MDC	N/A
PUB 81	4-7	10/70	Repair Parts Catalog — Edger Stacker Model 301	7610-01-000-9824	ASM 5	O	HQO	HQO
PUB 88		1/70	Repair Parts Catalog — Detecto Scale, 70 lb, Model 4602	7610-03-000-3561	ASM 5	O	HQO	N/A
PUB 89	1-3	1/70	Repair Parts Catalog — Peerless-Triner Scale Model 1870	7610-01-000-9829	ASM 5	O	MDC	N/A
PUB 91		4/2001	Confirmation Services Technical Guide	7610-04-000-5003	POM	MKT	MDC	WWW
PUB 94		8/98	REDRESS	7610-03-000-7914	N/A	OR	MDC, IWEB	N/A

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
PUB 95		10/01	Quick Service Guide	7610-04-000-1197	DMM	P&PD	MDC	PBC
PUB 97		11/30/01	Express Mail Manifesting Technical Guide	N/A	POM	MKT	IWEB	WWW
PUB 97-A		5/00	Express Mail Manifesting Implementation and Administration Guide	N/A	POM	MKT	IWEB	N/A
PUB 100		9/93	History of the U.S. Postal Service 1775-1993	7610-03-000-9247	ASM 1	IT	MDC	P/F
PUB 101		1/87	Engineering Change Board Organization and Operation	7610-01-000-9803	ASM 6	O	MDC	MDC
PUB 102		8/01	Alternative Dispute Resolution	7610-04-000-5158	ELM	GC	MDC	MDC
PUB 105		4/97	Guide to the Administration of the Private Express Statutes	7610-04-000-0571	N/A	P&PD	MDC, IWEB	HQO
PUB 106		7/01	Guide To Professional Parting	7610-05-000-4402	N/A	ERM	MDC	N/A
PUB 107		5/97	Crisis Management Plan for Incidents of Violence in the Workplace	7610-04-000-0990	ELM	ERM	MDC, IWEB	N/A
PUB 108		5/02	Threat Assessment Team Guide	7610-04-000-0991	ELM	ERM	MDC	N/A
PUB 109		3/00	Special Services Technical Guide: Postal Forms & Labels (Domestic Services Only)	7610-05-000-0355	POM	MKT	MDC, IWEB	WWW
PUB 112		10/01	National Electronic Catalog	7610-03-000-5940	N/A	PM	MDC	MDC
PUB 116		9/94	Postal Contract Unit Operations Guide	7610-03-000-9506	POM	MKT	MDC	N/A
PUB 119		7/01	Sources of Historical Information on Post Offices, Postal Employees, Mail Routes, and Mail Contractors	7610-05-000-4418	N/A	IT	MDC	MDC
PUB 120		1/70	Repair Parts Catalog — Postage Meter Base Model RG	7610-03-000-3564	ASM 5	O	HQO	N/A
PUB 122		8/97	Customer Guide to Filing Domestic Insurance Claims or Registered Mail Inquiries	7610-03-000-9059	DMM S	FIN	MDC	MDC

Directives and Forms Catalog

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
PUB 122-A		10/92	Customer Guide to Filing Inquiries and Claims on International Mail	7610-02-000-9934	IMM	P&PD	MDC	P/F
PUB 123		6/02	Consumer's Guide to Postal Rates and Fees	7610-03-000-5306	DMM	P&PD	MDC/ IWEB	P/F
PUB 128		7/98	Strategic Improvement Guide for Flats Processing	7610-04-000-4581	N/A	O	MDC, IWEB	N/A
PUB 129		3/99	Safety Talks	7610-02-000-7088	ELM 8	ERM	MDC	N/A
PUB 130		8/95	1995 Position Papers	7610-03-000-0439	ASM	GR&P P	MDC	N/A
PUB 131		2/00	The Postal Service Unsolicited Proposal Program	N/A	ASM 7	PM	BLUE	WWW
PUB 133		8/95	What You Need to Know About EEO	7690-03-000-4279	ELM	LR	MDC, IWEB	N/A
PUB 135		4/02	Periodicals Accuracy, Grading and Evaluation (Page) Program	N/A	DMM	P&PD	HQO	P/F
PUB 144	1	10/70	Repair Parts Catalog — Stacker, Conveyor and Culling Machine, Model 89 A and B	7610-03-000-3567	ASM 5	O	HQO	N/A
PUB 146	1	8/95	A Law Enforcement Guide to Postal Crime	7610-03-000-5307	ELM	IS	MDC	HQO
PUB 147		11/98	Web Standards Guide	N/A		IT	IWEB	N/A
PUB 150		3/92	Automation and Retail Equipment	7610-01-000-9848	ASM 5	ENG	MDC	MDC
PUB 153		5/02	People and Places of the Pacific: a Celebration on Stamps	7610-05-000-5043	ASM	DD	MDC	P/F
PUB 155		10/83	Rural Letter Carrier Safety Orientation	7610-03-000-3569	POM 6	O	MDC	MDC
PUB 159-A	5	2/87	Contingency Planning — Work Stoppages	7610-03-000-9309	ASM 2	O	R	N/A
PUB 159-B		5/87	Contingency Planning — Civil Disorders and Natural Disasters	7610-03-000-9357	POM 4	O	R	N/A
PUB 159-C		1/97	Contingency Planning For Bombs and Bomb Threats	7610-01-000-9843	N/A	IS	R	N/A
PUB 159-D	1	6/84	Wartime Contingency Planning	7610-01-000-9844	ASM 2	IS	R	N/A

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
PUB 164		5/2001	Q's & A's: Compensation, Relocation Benefits, and Reinstatement Policies for Career Employees	7610-05-000-4393	N/A	ERM	MDC	N/A
PUB 165		5/99	Q's and A's: Compensation Programs Applicable to Transitional Employees	N/A	ELM	ERM	HQO	N/A
PUB 166		4/2002	Mail Center Security Guide	7690-05-000-4890	ISM	IS	MDC	P/F
PUB 168		7/02	Postal Inspector Application	7610-05-000-5042	ISM	IS	MDC	MDC
PUB 170		10/1/99	Security Control Officer Program (Folder)	7610-05-000-0362	ISM	IS	MDC	NA
PUB 174		11/00	How to Avoid Dog Bites: Dogs and Dog Repellent	7610-03-000-9027	POM	O	MDC	MDC
PUB 176		10/93	Carrier Robbery/Assault	7610-01-000-9858	N/A	IS	MDC	HQO
PUB 188		11/95	Child Safety Letter	7610-03-000-9490	ELM	ERM	MDC	N/A
PUB 188-SP		3/94	Child Safety Letter (Spanish)	7610-03-000-9465	ELM	ERM	MDC	N/A
PUB 194		7/00	Treasury of Stamps	7610-05-000-4021	POM	MKT	MDC	MDC
PUB 195		2/92	ODIS: Origin-Destination Information System	7610-02-000-7904	ASM	FIN	MDC	N/A
PUB 201		3/98	Consumer's Guide to Postal Services and Products	7610-02-000-9960	DMM	CA	MDC, IWEB	P/F, WWW
PUB 201-S		6/94	Consumer's Guide to Postal Services and Products (Spanish)	7610-03-000-9487	DMM	DIV	MDC	P/F
PUB 208		11/93	Services Available from Rural Carrier	7610-03-000-9402	POM	P&PD	MDC	N/A
PUB 211		10/98	FIRSTCLASS PHONECARD (FCPC) Self-Service Guide	7610-04-000-5498	POM-8	MKT	MDC	N/A
PUB 213		10/98	FCPC Selling and Managing Manual	7610-04-000-5499	POM-8	MKT	MDC	N/A
PUB 218		1/95	An Invitation to Join Your Postal Customer Council	7610-03-000-9449	POM	MKT	MDC	P/F
PUB 220		7/01	Guide to House "Postal Customer" Mailings	N/A	N/A	GR&PP	HQO	N/A
PUB 221		8/95	Addressing for Success	7610-03-000-9513	N/A	O	MDC	P/F

Directives and Forms Catalog

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
PUB 223		6/99	Directives and Forms Catalog	7610-03-000-9087	N/A	IT	MDC, IWEB	MDC
PUB 225		1/99	Introduction to Stamp Collecting	7610-02-000-7089	POM 8	P&PD	MDC	P/F
PUB 227		6/95	Preparing Packages for Mailing	7610-02-000-7905	DMM C	MKT	MDC	P/F
PUB 247		5/02	Supply and Equipment Catalog	7610-02-000-7982	ASM	P&M	MDC	MDC
PUB 257		2/1/00	Misleading Advertisements: Media Guidelines	7610-03-000-9174	ASM	IS	MDC, IWEB	P/F, WWW
PUB 259		1/82	History of the Postal Inspection Service	7610-03-000-9273	ASM	IS	MDC	P/F
PUB 260-A		10/99	U.S. Postal Inspection Service: Agents of Impact — Agents of Change (booklet)	7610-04-000-8760	ISM	IS	MDC	MDC
PUB 260-B		10/99	U.S. Postal Inspection Service: Agents of Impact — Agents of Change (8-panel brochure)	7610-04-000-8761	ISM	IS	MDC	MDC
PUB 265-A		7/95	Centralized Mail Delivery — Residential Applications	7610-03-000-3573	POM	O	MDC	P/F
PUB 265-B		7/95	Centralized Mail Delivery — Commercial Applications	7610-03-000-9192	POM	O	MDC	P/F
PUB 265-C		7/95	Centralized Mail Delivery — Garden Apartment Applications	7610-01-000-9874	POM	O	MDC	P/F
PUB 266		8/83	Blueprint for Plant Security	7610-03-000-9315	ASM 2	IS	MDC	P/F
PUB 275		2/1/02	Post Office Robbery	7610-01-000-9914	ISM	IS	MDC, IWEB	N/A
PUB 280		5/00	Identity Theft	7610-05-000-0653	ASM	IS	MDC, IWEB	MDC, WWW
PUB 281		2/1/00	Don't Take the Bait	7610-02-000-9388	ISM	IS	MDC, IWEB	P/F
PUB 281-S		1/94	Don't Take the Bait (Spanish)	7610-03-000-9401	N/A	IS	MDC	P/F
PUB 286		7/01	Postal Customer Council Program	7610-02-000-9999	MAN POM 2	MKT	MDC	P/F

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
PUB 295		8/01	Hispanic People and Events on U.S. Postage Stamps	7610-03-000-9507	N/A	DIV	MDC	MDC
PUB 300-A		7/99	Consumer and Business Guide to Preventing Mail Fraud	7610-04-000-6949	ASM	IS	MDC, IWEB	MDC, WWW
PUB 300-A-S		7/99	Consumer & Business Guide to Prevent Mail Fraud (Spanish)	7610-04-000-6950	ASM 2	IS	MDC, IWEB	MDC, WWW
PUB 302		7/99	Postal Employee Crime Prevention	7610-03-000-9088	ASM 2	IS	MDC, IWEB	N/A
PUB 304		9/97	Information Desk	7610-04-000-4269	POM	MKT	MDC	N/A
PUB 306			Bulk Mail Center Information Guide	N/A	POM	O	IWEB	N/A
PUB 307		12/96	Stop Unsolicited Sexually Oriented Advertisements in Your Mail (hard copy available in kits only)	N/A	ELM	IS	IWEB	N/A
PUB 308		5/9/02	Know Your Rights: A Guide for Victims and Witnesses of Crime	7610-04-000-5315	ISM	IS	MDC	MDC
PUB 309		1/99	Fighting Mail Order Fraud and Theft	7610-04-000-5460	N/A	IS	MDC, IWEB	N/A
PUB 317		7/00	Manager's Guide to Reasonable Accommodation	7610-05-000-4023	ASM	ERM	HQO, IWEB	N/A
PUB 318		3/00	Reasonable Accommodation Interactive Process	7610-04-000-8893	ELM	ERM	MDC, IWEB	N/A
PUB 330		3/00	Rewarding Results-FY 2000 EVA Variable Pay Program	N/A	ELM	ERM	IWEB	N/A
PUB 331		3/00	Rewarding Results-Merit Pay Program	N/A	ELM	ERM	IWEB	N/A
PUB 332		3/00	Rewarding Results-Ideas Program	N/A	ELM	ERM	IWEB	N/A
PUB 333		3/00	Rewarding Results-Recognition Programs	N/A	ELM	ERM	IWEB	N/A
PUB 347		3/98	Mailing Free Matter for Blind and Visually Handicapped Persons	7610-01-000-9919	DMM E	CA	MDC, IWEB	P/F, WWW
PUB 348		11/99	Window Services Crime Prevention Booklet	7610-03-000-9102	ASM	IS	MDC	N/A

Directives and Forms Catalog

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
PUB 350		12/01	How to Order and Use Penalty Mail, Stamps and Stationery	N/A	DMM E	FIN	IWEB	WWW
PUB 354		2/02	African Americans on Stamps: A Celebration of African-American Heritage	7610-03-000-9403	POM	DIV	MDC	P/F
PUB 355		7/94	Ideas Program: Supervisor's Guide	7610-03-000-9452	ELM	ERM	MDC, IWEB	N/A
PUB 356		7/94	Ideas Program: Employee's Guide	7610-03-000-9453	ELM	ERM	MDC, IWEB	N/A
PUB 361		10/01	United States Postal Service Certificate Policy for Electronic Identity Certificates, Version 0.8	N/A	ASM	IT	IWEB	WWW
PUB 370		9/02	Extra Services — Get More From Your Post Office	7610-04-000-5602	DMM	MKT	IWEB	P/F
PUB 401		6/02	Guide to the Manifest Mailing System (MMS)	7610-03-000-9196	DMM	MKT	IWEB	P/F
PUB 401-A		8/00	Saving Time and Money with the Manifest Mailing System (MMS)	7610-03-000-9120	DMM	P&PD	MDC	P/F
PUB 406		10/01	Guide to the Centralized Postage Payment (CPP) System for Periodicals Mail	N/A	POM	P&PD	IWEB	N/A
PUB 408		9/88	Plant-Load Operations (brochure)	7610-02-000-9032	DMM P, DMM M	O	MDC	P/F
PUB 408-A		2/92	Plant-Load Operations	7610-02-000-9903	DMM P, DMM M	O	MDC	P/F
PUB 409		10/89	Express Mail and Priority Mail Drop Shipment Expedites Your Mail	7610-02-000-9105	DMM M	O	MDC	MDC
PUB 409-A		10/89	Express Mail and Priority Mail Drop Shipment	7610-02-000-9106	DMM M	P&PD	MDC	MDC
PUB 410		9/88	Combining More Than One Second-Class Publication	7610-02-000-9034	DMM M	P&PD	MDC	P/F
PUB 417		10/96	Nonprofit Standard Mail Eligibility	7610-02-000-9159	DMM	O	MDC, PE, IWEB	P/F, WWW
PUB 430		8/00	MERLIN	N/A	POM	P&PD	HQO	HQO
PUB 431		1/01	Post Office Box Fees	7610-05-000-4246	DMM	P&PD	MDC	N/A

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
PUB 432		3/01	CONFIRM: Mail Tracking Information Using Planet Code	N/A		MKT	HQO	HQO
PUB 500		1/95	Trademark Guidelines	7610-03-000-5759	ASM	PA&EC	MDC	N/A
PUB 500-A		9/01	Corporate Signature: Graphic Guidelines	7610-03-000-9404	ASM	PA&C	MDC	N/A
PUB 500-B		7/96	Stationery: Graphic Guidelines	7610-03-000-4229	ASM	PA&EC	MDC	N/A
PUB 500-C		9/98	Slide/Overhead Presentations: Graphic Guidelines	7610-03-000-4228	POM	PA&EC	MDC	N/A
PUB 500-D		4/99	Exterior Signage: Graphic Guidelines	7610-03-000-4312	ASM	PA&EC	MDC	N/A
PUB 500-E		7/95	Trademark: Graphic Guidelines	7610-03-000-4847	ASM	PA&EC	MDC	N/A
PUB 500-F		7/95	Gift Incentives	7610-03-000-4848	ASM	PA&EC	MDC	N/A
PUB 500-G		1/98	Vehicle Guidelines	7610-03-000-8758	N/A	PA&EC	MDC	N/A
PUB 500-H		7/96	Video Guidelines	7610-03-000-8759	N/A	P&PD	MDC	N/A
PUB 509		2/99	Headquarters Telephone Directory	7610-02-000-7093	N/A	IT	MDC	MDC
PUB 509-A		5/00	Headquarters Telephone Directory Individual Listing	N/A	ASM	PA&EC	HQO	HQO
PUB 512		8/99	Women on Stamps	7610-03-000-9294	N/A	DIV	MDC, IWEB	MDC, WWW
PUB 518		12/93	Employee Assistance Program/Supervisor's Guide	7610-03-000-9442	N/A	ERM	MDC, IWEB	N/A
PUB 519		4/11/02	Employee Assistance Program	7610-03-000-9443	ELM	ERM	MDC	N/A
PUB 519-S		9/94	Programa de Asistencia Para Empleados (EAP Hotline Guide) (Spanish)	7610-03-000-9516	ELM	ERM	MDC, IWEB	N/A
PUB 521		6/02	EAP Wallet Card	7610-03-000-9445	ELM	ERM	MDC	MDC
PUB 524		8/98	Global Direct Canada Admail Service Guide	7610-04-000-5275	IMM	IB	MDC, IWEB	MDC, WWW
PUB 524-C		8/00	Global Direct — Canada Admail (brochure)	7610-05-000-4139	IMM	IB	MDC	N/A
PUB 524-D		8/00	Global Direct — Canada Publications Mail (brochure)	7610-05-000-4141	IMM	IB	MDC	N/A

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PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
PUB 526		11/1/01	Global Direct Admail Service Guide — Mexico	N/A	N/A	IB	IWEB	WWW
PUB 526-A		9/00	Global Direct — Mexico (brochure)	N/A	IMM	IB	HQO	HQO
PUB 530	1	10/94	Combined Federal Campaign Operational Guidelines	7610-03-000-9440	ELM	ERM	MDC, IWEB	N/A
PUB 540	1	11/94	A Guide for Managing Injuries	7610-03-000-4080	ELM	ERM	MDC, IWEB	MDC
PUB 541		4/00	Computer and Phone Job Bidding Card	7610-03-000-4041	ELM	ERM	MDC, IWEB	N/A
PUB 542		6/98	Understanding the Private Express Statutes	7610-04-000-5115	DMM	P&PD	MDC, IWEB	MDC, WWW
PUB 543	1	2/95	Express Mail Service	7610-03-000-4605	DMM	MKT	EPM	P/F
PUB 544		4/00	Two Easy Methods to Bid Jobs (brochure)	7610-04-000-8864	ELM	ERM	MDC, IWEB	N/A
PUB 545	1	8/96	Wee Deliver	7610-03-000-4281	ASM	PA&EC	MDC	P/F
PUB 546		11/00	Sweepstakes Advertising	7610-03-000-4600	ISM	IS	MDC	P/F
PUB 547	1	5/95	Customer Guide to the Private Express Statutes	7610-03-000-4636	N/A	P&PD	MDC	P/F
PUB 548	1	5/95	Mail Fraud Targets Young Consumers	7610-03-000-4637	ELM	IS	MDC	P/F
PUB 549		8/97	Freedom of Information Act (FOIA) Requests for Postal Service Records	N/A	N/A	FIN	HQO, IWEB	N/A
PUB 550		5/99	For The Record, Employee Freedom of Information Act and Privacy Act	7610-03-000-5910	N/A	FIN	MDC	N/A
PUB 552		9/01	Manager's Guide to Understanding Sexual Harassment	7610-03-000-7591	ELM	DIV	MDC	N/A
PUB 553		2/00	Employee's Guide to Understanding Sexual Harassment	7610-04-000-5098	ELM	DIV	MDC, IWEB	N/A
PUB 554		12/97	Supplier Diversity Terms	7610-04-000-3649	ELM	DIV	MDC, IWEB	HQO, WWW
PUB 555		9/99	Applicant's Guide for Responding to Personnel Selection Requirements on Form 991	7610-03-000-3719	ELM	ERM	MDC, IWEB	N/A
PUB 560		9/00	Associate Supervisor Program Applicant Brochure	7610-05-000-4176	ELM	ERM	MDC	MDC

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
PUB 561		9/00	Associate Supervisor Program Coordinator's Booklet	7610-05-000-4178	ELM	ERM	HQO	HQO
PUB 600		N/A	Prevent Sexual Assault	N/A	ISM	IS	HQO	HQO
PUB 800		3/94	If It's the Best Addressed, It's Ahead of the Rest	7610-03-000-9447	DMM	MKT	MDC	P/F
PUB 801		8/94	Business Reply Mail: The Best Addressed Get the Best Response	7610-03-000-9515	DMM	MKT	MDC	P/F
PUB 802		8/94	Courtesy Reply Mail: The Best Addressed Get the Best Return	7610-03-000-9514	DMM	MKT	MDC	P/F
PUB 803		1/94	Your Business Is Our Business	7610-03-000-9484	N/A	MKT	MDC	P/F
PUB 804		4/00	Drop Shipment Guidelines for Destination Entry	7610-05-000-0716	DMM	O	HQO, IWEB	WWW
PUB 805-E		2/02	Information Security	7610-05-000-4831	ASM	IT	MDC, IWEB	N/A
PUB 821		1/99	Postal Explorer User Guide	N/A	ASM	P&PD	IWEB	WWW

Signs

Signs are brief instructions, ID stickers, safety and energy messages, and other information. Signs are not available to the general public.

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source
SGN 4	2/95	Site of a New Postal Facility to Serve You	98 x 52	7690-03-000-3810	EA	FAC	MDC
SGN 39	9/94	United States Mail (for leased vehicles)	22 x 4	7690-03-000-3947	EA	O	MDC
SGN 139-A	1/99	Community Post Office	12 x 44 1/4	7690-03-000-3842	EA	RET	MDC
SGN 139-B	1/99	Community Post Office	96 x 15	7690-02-000-3947	EA	RET	MDC
SGN 145	7/98	Check Acceptance Policy (counter easel)	6 x 9	7690-03-000-9110	EA	RET	MDC
SGN 150	10/80	Caution (for head protection)	10 x 7	7690-01-000-9992	EA	MKT	MDC

Tags

Tags are pieces of card stock printed in various colors, attached to a pouch, sack, or tray that provide information on contents, mail make-up, routing instructions, and specific handling information.

PSIN	Edition Date	Title	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
TAG C 28BIS		Statistics	N/A	EA	O	HQO	N/A
TAG 1	3/72	CON-CON	7690-03-000-9052	EA	O	MDC	N/A
TAG 2	4/80	Priority Mail	7690-01-000-9229	EA	O	MDC	N/A
TAG 3	4/72	Parcel Post Special Delivery	7690-01-000-9230	EA	MKT	MDC	N/A
TAG 4	2/91	Special Handling Parcel Post	7690-02-000-3711	EA	O	MDC	N/A
TAG 5	5/76	Motion Picture Film	7690-02-000-9991	EA	O	MDC	N/A
TAG 6	6/96	First-Class — U.S. MAIL	7690-03-000-9237	EA	O	MDC	N/A
TAG 8	6/95	Global Priority Mail	7690-03-000-9498	EA	IB	HQO	N/A
TAG 9	4/98	Perishable — Do Not Delay	7690-03-000-9306	EA	O	MDC	N/A
TAG 10	8/96	Supposed Liable to Customs Duty	7690-01-000-9236	EA	IB	MDC	N/A
TAG 11	12/87	Congressional Mail	7690-03-000-3820	EA	O	MDC	N/A
TAG 11-A	12/87	Congressional Mail	7690-02-000-9003	EA	O	MDC	N/A
TAG 13	2/96	Mailer Prepared Scheduled Mail	7690-03-000-9014	EA	O	MDC	N/A
TAG 14	10/84	All For Firm on Sack	7690-01-000-9238	EA	O	MDC	N/A
TAG 15	6/94	Do Not Delay — Time Value Data — Expedite	7690-02-000-9907	EA	O	MDC	N/A
TAG 16	10/95	SAM	7690-03-000-9179	EA	O	MDC	N/A
TAG 17	4/96	MOM	7690-02-000-9020	EA	IB	MDC	P/F
TAG 18	1/94	PAL	7690-03-000-9178	EA	O	SMD	N/A
TAG 21	9/73	Equipment Order For PM	7690-03-000-3515	EA	O	MDC	N/A
TAG 23	6/94	Presorted First-Class Sack, Green	7690-03-000-3514	EA	O	MDC	P/F
TAG 24	3/73	Presorted First-Class Sack, 5-Digit	7690-01-000-9245	EA	MKT	MDC	P/F
TAG 25	3/73	Presorted First-Class Sack, 3-Digit	7690-01-000-9246	EA	O	MDC	P/F
TAG 44	7/01	Sacks Contents Warning	7690-02-000-9990	EA	NOM	MDC	P/F

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PSIN	Edition Date	Title	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
TAG 45	7/01	Sack Contents Warning — Surface Transportation Only	7690-05-000-4499	EA	NOM	MDC	P/F
TAG 57	3/77	Political Campaign Mailing	7690-02-000-9965	EA	O	MDC	P/F
TAG 90-T	10/96	Property/Evidence Tag	7530-03-000-8001	EA	IS	MDC	N/A
TAG 113	8/00	International EMS Service to U.K.	7690-05-000-4140	BX	IB	HQO	N/A
TAG 115	6/93	International Priority Airmail	7690-03-000-9169	EA	IB	MDC	N/A
TAG 122	3/91	Carrier Presorted Mail	7690-01-000-9255	EA	O	MDC	P/F
TAG 124	3/72	OCR Mail	7690-01-000-9256	EA	O	MDC	N/A
TAG 125	3/00	International Mail FCM Equivalent	7690-05-000-0655	EA	O	MDC	N/A
TAG 135-B	4/98	U.S. Mail White w/o State	7690-01-000-9257	EA	O	MDC	N/A
TAG 135-E	6/78	U.S. Mail White/Red w/o State	7690-01-000-9258	EA	O	MDC	N/A
TAG 140	4/98	International/Military Priority Mail	7690-04-000-4697	EA	IB	MDC	N/A
TAG 141	5/99	Priority Mail — Global Guaranteed	7690-04-000-6856	EA	IB	MDC	N/A
TAG 144	4/71	U.S. Armed Forces Mail	7690-01-000-9259	EA	O	MDC	N/A
TAG 155	10/97	Surface Airlift Mail	7690-03-000-9238	EA	IB	MDC	P/F
TAG 155-AMS	1/97	Surface Airlift Mail — Amsterdam	7690-01-000-9263	EA	IB	MDC	P/F
TAG 155-BRU	1/97	Surface Airlift Mail — Brussels	7690-03-000-9272	EA	IB	MDC	P/F
TAG 155-BUE	1/97	Surface Airlift Mail — Buenos Aires	7690-03-000-3639	EA	IB	MDC	P/F
TAG 155-CCS	11/94	Surface Airlift Mail — Caracas	7690-01-000-9266	EA	IB	MDC	P/F
TAG 155-DEL	1/97	Surface Airlift Mail — Delhi	7690-03-000-3659	EA	IB	MDC	P/F
TAG 155-DHA	2/94	Surface Airlift Mail — Dhahran	7690-01-000-9278	EA	IB	MDC	P/F
TAG 155-FRA	11/94	Surface Airlift Mail — Frankfurt	7690-03-000-3623	EA	IB	MDC	P/F
TAG 155-LON	2/94	Surface Airlift Mail — London	7690-01-000-3615	EA	IB	MDC	P/F
TAG 155-MAD	11/94	Surface Airlift Mail — Madrid	7690-01-000-9284	EA	IB	MDC	P/F
TAG 155-MEX	11/94	Surface Airlift Mail — Mexico City	7690-03-000-9172	EA	IB	MDC	P/F
TAG 155-MNL	11/94	Surface Airlift Mail — Manila	7690-01-000-9285	EA	IB	MDC	P/F
TAG 155-MOJ	6/95	Surface Airlift Mail — Moji	7690-03-000-4821	EA	IB	MDC	P/F

PSIN	Edition Date	Title	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
TAG 155-NAH	6/95	Surface Airlift Mail — Naha	7690-03-000-4819	EA	IB	MDC	P/F
TAG 155-OSA	6/95	Surface Airlift Mail — Osaka	7690-03-000-4820	EA	IB	MDC	P/F
TAG 155-PAR	6/94	Surface Airlift Mail — Paris	7690-01-000-9286	EA	IB	MDC	P/F
TAG 155-RIO	10/94	Surface Airlift Mail — Rio de Janeiro	7690-03-000-3614	EA	IB	MDC	P/F
TAG 155-ROM	10/96	Surface Airlift Mail — Rome	7690-02-000-7305	EA	IB	MDC	P/F
TAG 155-SIN	11/94	Surface Airlift Mail — Singapore	7690-03-000-3823	EA	IB	MDC	P/F
TAG 155-SYD	11/94	Surface Airlift Mail — Sydney	7690-01-000-9286	EA	IB	MDC	P/F
TAG 155-TYO	10/96	Surface Airlift Mail — Tokyo	7690-01-000-9290	EA	IB	MDC	P/F
TAG 155-YOK	6/95	Surface Airlift Mail — Yokohama	7690-03-000-4818	EA	IB	MDC	P/F
TAG 156	11/97	Transportation Upgrade	N/A	EA	IB	HQO	N/A
TAG 157	6/94	Express Mail Drop Shipment	7690-03-000-3824	EA	P&PD	EPM	EPM
TAG 158	4/98	M-Bag Addressee Tag	7690-03-000-9135	EA	IB	MDC	P/F
TAG 159	1/01	Priority Mail Drop Shipment Tag	7690-03-000-9177	EA	O	EPM	EPM
TAG 160-A	10/96	Parcel Post for Monday Delivery — Do Not Delay	7690-02-000-9008	EA	O	MDC	N/A
TAG 160-B	2/94	Parcel Post for Tuesday Delivery — Do Not Delay	7690-03-000-9170	EA	O	MDC	N/A
TAG 160-C	3/97	Parcel Post for Wednesday Delivery — Do Not Delay	7690-02-000-9010	EA	O	MDC	N/A
TAG 160-D	3/98	Parcel Post for Thursday Delivery — Do Not Delay	7690-03-000-9134	EA	O	MDC	N/A
TAG 160-E	3/98	Parcel Post for Friday Delivery — Do Not Delay	7690-02-000-9012	EA	O	MDC	N/A
TAG 160-F	3/98	Parcel Post for Saturday Delivery — Do Not Delay	7690-03-000-9298	EA	O	MDC	N/A
TAG 165-A	11/96	Parcel Post for Monday Delivery — Do Not Delay	7690-03-000-9015	EA	O	MDC	N/A
TAG 165-B	3/97	Parcel Post for Tuesday Delivery — Do Not Delay	7690-02-000-9897	EA	O	MDC	N/A
TAG 165-C	3/97	Parcel Post for Wednesday Delivery — Do Not Delay	7690-03-000-9058	EA	O	MDC	N/A
TAG 165-D	3/97	Parcel Post for Thursday Delivery — Do Not Delay	7690-03-000-9051	EA	O	MDC	N/A

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PSIN	Edition Date	Title	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
TAG 165-E	1/97	Parcel Post for Friday Delivery — Do Not Delay	7690-03-000-3704	EA	O	MDC	N/A
TAG 165-F	1/97	Parcel Post for Saturday Delivery — Do Not Delay	7690-03-000-9322	EA	O	MDC	N/A
TAG 170	10/96	AMC/AMF Collector Sack	7690-03-000-9171	EA	O	MDC	N/A
TAG 176	10/96	Express Mail — Military Service	7690-03-000-3708	EA	IB	MDC	N/A
TAG 176-B	12/96	Express Mail — Military Service	7690-03-000-9271	EA	IB	MDC	N/A
TAG 177	2/90	Direct Transfer	7690-03-000-3762	EA	O	MDC	N/A
TAG 178	2/97	UPU CN 35 Tag (white)	7690-02-000-7102	EA	IB	MDC	N/A
TAG 179	1/98	UPU AV-8 Sac Vides Tag (green)	7690-02-000-7103	EA	O	MDC	N/A
TAG 181	9/96	UPU CN 34/C-28 Sack Tag (blue)	7690-02-000-7105	EA	IB	MDC	N/A
TAG 182	3/97	UPU CN 34 Sack Tag (green)	7690-02-000-7106	EA	IB	MDC	N/A
TAG 183	9/97	International Parcel Tag	7690-02-000-7107	EA	IB	MDC	N/A
TAG 186	5/99	International Express Mail	7690-02-000-7109	EA	IB	MDC	N/A
TAG 187	7/96	UPU CN 35/AV 8 Sack Tag	7690-02-000-7110	EA	IB	MDC	N/A
TAG 188	1/97	International Direct Entry Service	N/A	EA	IB	HQO	N/A
TAG 200	8/01	FedEx Sort Placard	7530-05-000-4405	EA	NET OPS	MDC	N/A
TAG 2000	8/01	FedEx By-Pass Placard	7530-05-000-4404	EA	NET OPS	MDC	N/A
TAG 2705	6/93	Same Day Airport Service	7690-03-000-9083	EA	O	MDC	N/A

Directives Free to the Public

The following is a list of directives that the public may obtain for free at main post offices. Postmasters should keep supplies of these directives on hand. Titles followed by (WWW) are free to the public on the Postal Service's World Wide Web page at www.usps.gov. Titles followed by (PBC) are free to the public at their servicing Postal Business Centers (see page 15).

PSIN	Edition Date	Title	NSN
HBK AS-505	7/83	Mechanization Design Specifications	7610-03-000-0336
HBK AS-819	7/95	Universal Wiring Standards (WWW)	7610-03-000-5021
HBK AS-820	6/22/99	Postal Computing Environment (WWW)	7610-03-000-5939
HBK DM-701	1/97	Procedures for Mailer Applications	7610-03-000-8945
HBK EL-812	5/98	Hazardous Materials and Spill Response	7610-03-000-9190
KIT 8	12/96	SOA Consumer Protection Packet	7530-01-000-9373
LAB A	5/75	All for ADC	7690-03-000-9313
LAB CR	9/92	All for Carrier Route	7690-03-000-9230
LAB D	5/74	5-Digit ZIP Code	7690-01-000-9003
LAB F	5/74	All for Firm	7690-01-000-9004
LAB U	12/96	All Uncoded for ADC Bundles	7690-03-000-9074
LAB 3	5/74	All for SCF	7690-01-000-9791
LAB 8	11/86	FIM B — Positive of Bar Pattern	7690-03-000-3678
LAB 11-A	7/97	Express Mail Post Office to Post Office	7690-02-000-9995
LAB 11-E	7/97	Express Mail Post Office to Post Office	7690-02-000-9997
LAB 11-F	6/97	Express Mail Post Office to Addressee	7690-02-000-9998
LAB 11-H	11/60	Express Mail Airport to Airport Service	7690-03-000-9207
LAB 14	2/88	Nine-Digit Encoded Mail	7690-01-000-9788
LAB 19-A	4/97	Par Avion Air Mail	7690-02-000-8745
LAB 19-B	4/97	Air Mail Par Avion	7690-02-000-8746
LAB 54	3/76	Special Delivery	7690-01-000-9051
LAB 63	5/95	Express Mail Outside Shipment Label	7690-01-000-9067
LAB 106	4/95	Priority Mail Strip	7690-03-000-9057
LAB 106-A	4/95	Priority Mail Tape	7690-03-000-9056

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PSIN	Edition Date	Title	NSN
LAB 107	4/95	Priority Mail Sticker	7690-02-000-7940
LAB 107-R	10/93	Priority Mail Sticker	7690-03-000-9334
LAB 108	10/94	Express Mail Corporate Account Sticker	7690-03-000-3584
LAB 200	6/99	Registered Mail	7690-03-000-9311
LAB 204	5/72	First-Class Presorted — All for ZIP Code on Face	7690-03-000-3829
LAB 205	5/72	First-Class Presorted — All for First 3 Digits of ZIP Code	7690-01-000-9118
LAB 228	7/95	Priority Mail Address Label	7690-02-000-7033
LAB 228-C	2/94	Priority Mail Address Label (Continuous Feed)	7690-02-000-7034
LAB 235	10/92	Carrier Release	7690-03-000-9030
MI AS-510-97-6	7/24/97	Environmental Integration in the New Construction Process (WWW)	N/A
MI PO-530-97-1	4/28/97	Economic Pay Adjustments for Highway and Inland Domestic Water Contracts (WWW)	N/A
NOT 8-A	5/94	Change-of-Address Kit	N/A
NOT 11	8/93	Tips, Tags, and Thanks	7610-03-000-9146
NOT 12	8/95	Postal Customer Council Membership Certificate	7610-03-000-9176
NOT 50	9/92	Theft? Protect Your Mail	7610-02-000-9874
NOT 61	1/94	Notice to Customers (Equipment)	7610-01-000-9664
NOT 71	2/98	Bombs by Mail	7610-03-000-3583
NOT 107	12/98	Some Things Were Never Meant to be Mailed	7610-01-000-9693
NOT 107-S	10/88	Hazardous Materials! (Spanish)	7610-01-000-9999
NOT 123	3/14/99	Ratefold	7610-03-000-9257
NOT 130	6/86	Warning of Illegal Drugs	7610-03-000-3525
NOT 186	2/92	ZIP+4 Code	7610-01-000-9712
NOT 204	4/96	Dog Days	7610-01-000-9730
NOT 209	7/97	Mailbox Improvement Week	7610-03-000-9145
NOT 266	1/90	INTELPOST Dial-In Service	7610-01-000-9757
POS 51	1/01	International Rates and Fees	7610-01-000-9149
POS 61	9/94	Policy Statement on Drug Abuse	7690-02-000-9123
POS 74	1/99	Packaging Pointers	7690-03-000-9236
POS 76	1/99	Some Things Were Never Meant to Be Mailed	7690-03-000-9321

PSIN	Edition Date	Title	NSN
POS 123-L	5/30/99	Postal Rates and Fees	7690-03-000-4150
POS 123-S	5/30/99	Postal Rates and Fees	7690-03-000-4151
POS 296	2/00	Notice of Reward	7690-03-000-9335
POS Q130	1/10/99	First-Class Mail — Presorted Letters and Cards	7690-03-000-8911
POS Q132	1/10/99	First-Class Mail — Presorted Flats	7690-03-000-8912
POS Q140	1/10/99	First-Class Mail — Automation Letters and Cards	7690-03-000-8913
POS Q141	1/10/99	First-Class Mail — Automation Flats	7690-03-000-8914
POS Q230	1/99	Periodicals — Nonautomation Letters	7690-04-000-5227
POS Q231	1/99	Periodicals — Nonautomation Flats	7690-04-000-5228
POS Q630	1/99	Standard Mail (A) — Presorted Letter	7690-03-000-8915
POS Q632	1/10/99	Standard Mail (A) — Presorted Flats	7690-03-000-8916
POS Q640	1/10/99	Standard Mail (A) — Automation Letters	7690-03-000-8917
POS Q641	1/10/99	Standard Mail (A) — Automation Flats	7690-03-000-8918
POS Q810	1/10/99	Designing Letters and Cards for Automated Processing	7690-03-000-8922
POS Q820	1/10/99	Designing Flats for Automated Processing	7690-03-000-8923
PUB 2	1/98	Packaging for Mailing	7610-01-000-9774
PUB 4	2/90	Importing Animal and Plant Products Through Overseas Military Post Offices	7610-03-000-9358
PUB 5	7/01	Let's Do Business	7610-03-000-9156
PUB 5-S	12/95	Negociemos (Let's Do Business) (Spanish)	7690-03-000-6510
PUB 8	9/98	Address Change Service	7610-03-000-9142
PUB 9	1/96	Stamps etc.	7610-03-000-4604
PUB 14	12/96	Prohibitions and Restrictions on Mailing Animals, Plants, and Related Products	7610-02-000-7902
PUB 16	8/89	Mail Chutes, Receiving Boxes, and Auxiliary Collection Boxes: Regulations and Specifications	7610-03-000-9310
PUB 20	8/95	Priority Mail	7610-02-000-9975
PUB 25	8/95	Designing Letter Mail	7610-03-000-9119
PUB 28	11/97	Postal Addressing Standards	7610-03-000-3688
PUB 29	7/96	Just Drop Us a Card	7610-03-000-7913
PUB 30	4/96	Breast Cancer	7690-03-000-7605
PUB 31	8/97	International Surface Air Lift (ISAL) Service Guide	7610-03-000-9269

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PSIN	Edition Date	Title	NSN
PUB 32	5/97	Glossary of Postal Terms	7610-03-000-9296
PUB 39	4/00	United States Postal Service Coloring and Activity Book	7610-03-000-9154
PUB 40	2/99	Address Information Systems Products and Services	7610-03-000-9300
PUB 46	7/94	Business Reply Mail Accounting System	7610-03-000-9450
PUB 49	1/99	Preparing Standard Mail (A)	7610-02-000-9901
PUB 51	7/00	International Postal Rates and Fees	7610-01-000-9815
PUB 63	5/95	Designing Flat Mail (WWW)	7610-03-000-9221
PUB 75	1/95	Mover's Guide	7610-03-000-4795
PUB 75-S	10/94	Mover's Guide (La Mudanza) (Spanish)	7610-03-000-4096
PUB 82-A	12/89	INTELPOST Service Directory And User's Guide	7610-03-000-3750
PUB 95	1/99	Quick Service Guide (PBC)	7610-04-000-1197
PUB 100	9/93	History of the U.S. Postal Service 1775-1994	7610-03-000-9247
PUB 122	8/97	Customer Guide to Filing Domestic Claims or Registered Mail Inquiries	7610-03-000-9059
PUB 122-A	10/92	Customer Guide to Filing Inquiries and Claims on International Mail	7610-02-000-9934
PUB 123	5/99	Consumer's Guide to Postal Rates and Fees (WWW)	7610-03-000-5306
PUB 125	9/93	Metering Your Mail	7610-03-000-9267
PUB 174	6/88	What You Should Know About Dogs and Dog Repellent	7610-03-000-9027
PUB 192	12/97	Celebrate The Century Poster	7610-03-000-9314
PUB 201	3/98	Consumer's Guide to Postal Services and Products	7610-02-000-9960
PUB 201-C	1/96	A Consumer's Guide to Postal Services and Products (Chinese)	7610-03-000-6411
PUB 201-S	6/94	A Consumer's Guide to Postal Services and Products (Spanish)	7610-03-000-9487
PUB 201-T	1/99	A Consumer's Guide to Postal Services and Products Update	7610-04-000-5773
PUB 211	10/98	FIRSTCLASS Phone Card Self-Service Guide	7610-04-000-5498
PUB 218	1/95	Postal Customer Council Invitation	7610-03-000-9449
PUB 221	8/95	Addressing for Success	7610-03-000-9513
PUB 225	1/99	Introduction to Stamp Collecting	7610-02-000-7089
PUB 227	6/95	Preparing Packages for Mailing	7610-02-000-7905
PUB 257	5/94	Misleading Advertisements: Media Guidelines	7610-03-000-9174

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PUB 259	1/82	History of the Postal Inspection Service	7610-03-000-9273
PUB 260-A	10/99	U.S. Postal Inspection Service: Agents of Impact — Agents of Change (booklet)	7610-04-000-8760
PUB 260-B	10/99	US Postal Inspection Service: Agents of Impact — Agents of Change (8 panel brochure)	7610-04-000-8761
PUB 265-A	7/95	Centralized Mail Delivery — Residential Applications	7610-01-000-3573
PUB 265-B	7/95	Centralized Mail Delivery — Commercial Applications	7610-03-000-9192
PUB 265-C	7/95	Centralized Mail Delivery — Garden Apartment Applications	7610-01-000-9874
PUB 266	8/83	Blueprint for Plant Security	7610-03-000-9315
PUB 281	2/98	Don't Take the Bait	7610-02-000-9388
PUB 281-S	1/94	Don't Take the Bait (Spanish)	7610-03-000-9401
PUB 286	5/95	The Postal Customer Council Program	7610-02-000-9999
PUB 295	6/98	Hispanic People and Events on United States Postage Stamps	7610-03-000-9507
PUB 300-A	7/99	Consumer and Business Guide to Preventing Mail Fraud	7610-04-000-6949
PUB 300-A-S	7/99	Consumer and Business Guide to Prevent Mail Fraud (Spanish)	7610-04-000-6950
PUB 307	12/96	Stop Unsolicited Sexually Oriented Advertisements in Your Mail	N/A
PUB 308	2/98	Know Your Rights: A Guide for Victims and Witnesses of Federal Crimes	7610-04-000-5315
PUB 347	3/98	Mailing Free Matter for Blind and Visually Handicapped Persons	7610-01-000-9919
PUB 352	6/93	Delivery Activity Report	7610-03-000-9224
PUB 353	7/95	Designing Reply Mail (WWW)	7610-03-000-9268
PUB 354	1/98	Celebrate African American History with Stamps	7610-03-000-9403
PUB 370	3/00	Extra Services — Get More From Your Post Office	7610-04-000-5602
PUB 401	12/97	Guide to the Manifest Mailing System (MMS)	7610-03-000-9196
PUB 401-A	1/98	Saving Time and Money with the Manifest Mailing System (MMS)	7610-03-000-9120
PUB 408	9/88	Plant-Load Operations (brochure)	7610-02-000-9032
PUB 408-A	2/92	Plant-Load Operations	7610-02-000-9903
PUB 410	9/88	Combining More Than One Second-Class Publication	7610-02-000-9034

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PUB 417	10/96	Nonprofit Standard Mail Eligibility (WWW)	7610-02-000-9159
PUB 507	8/97	International Priority Airmail (IPA) Service Guide	7610-03-000-9023
PUB 513	2/98	International Business Reply Service Guide	7610-02-000-7161
PUB 517	6/98	Valuepost Service Guide	7610-03-000-9274
PUB 527	8/99	How Does a Small Business Get Out Into the Great Big World?	7610-04-000-7263
PUB 527-A	8/99	How Does a Small Business Get Out Into the Great Big World?	7610-04-000-9122
PUB 543	2/95	Express Mail Service	7610-03-000-4605
PUB 545	8/96	Wee Deliver	7610-03-000-4281
PUB 546	11/00	Sweepstakes Advertising	7610-03-000-4600
PUB 547	5/95	Customer Guide to the Private Express Statutes	7610-03-000-4636
PUB 548	5/95	Mail Fraud Targets Young Consumers	7610-03-000-4637
PUB 549	8/97	Freedom of Information Act (FOIA) Requests for Postal Service Records	N/A
PUB 554	12/97	Supplier Diversity Terms	7610-04-000-3649
PUB 800	3/94	If It's the Best Addressed, It's Ahead of the Rest	7610-03-000-9447
PUB 801	8/94	Business Reply Mail: The Best Addressed Get the Best Response	7610-03-000-9515
PUB 802	8/94	Courtesy Reply Mail: The Best Addressed Get the Best Return	7610-03-000-9514
PUB 803	1/94	Your Business Is Our Business	7610-03-000-9484
PUB 821	1/99	Postal Explorer User Guide	N/A
TAG 17	4/96	MOM	7690-02-000-9020
TAG 23	6/94	Presorted First-Class Sack, Green	7690-03-000-3514
TAG 24	3/73	Presorted First-Class Sack, 5-Digit	7690-01-000-9245
TAG 25	3/73	Presorted First-Class Sack, 3-Digit	7690-01-000-9246
TAG 44	8/00	Sack Contents Warning	7690-02-000-9990
TAG 57	3/77	Political Campaign Mailing	7690-02-000-9965
TAG 122	3/91	Carrier Presorted Mail	7690-01-000-9255
TAG 155	1/97	Surface Airlift Mail	7690-01-000-9238
TAG 155-AMS	1/97	Surface Airlift Mail — Amsterdam	7690-01-000-9263
TAG 155-BRU	1/97	Surface Airlift Mail — Brussels	7690-03-000-9272

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TAG 155-BUE	1/97	Surface Airlift Mail — Buenos Aires	7690-03-000-3639
TAG 155-CCS	11/94	Surface Airlift Mail — Caracas	7690-01-000-3638
TAG 155-DEL	1/97	Surface Airlift Mail — Delhi	7690-03-000-3659
TAG 155-DHA	2/94	Surface Airlift Mail — Dhahran	7690-01-000-9278
TAG 155-FRA	11/94	Surface Airlift Mail — Frankfurt	7690-03-000-3623
TAG 155-LON	2/94	Surface Airlift Mail — London	7690-03-000-3615
TAG 155-MAD	11/94	Surface Airlift Mail — Madrid	7690-01-000-9284
TAG 155-MEX	11/94	Surface Airlift Mail — Mexico City	7690-03-000-9172
TAG 155-MNL	11/94	Surface Airlift Mail — Manila	7690-03-000-3617
TAG 155-MOJ	6/95	Surface Airlift Mail — Moji	7690-03-000-4821
TAG 155-NAH	6/95	Surface Airlift Mail — Naha	7690-03-000-4819
TAG 155-OSA	11/94	Surface Airlift Mail — Osaka	7690-03-000-4820
TAG 155-PAR	6/94	Surface Airlift Mail — Paris	7690-01-000-9286
TAG 155-RIO	10/94	Surface Airlift Mail — Rio de Janeiro	7690-03-000-3614
TAG 155-ROM	10/96	Surface Airlift Mail — Rome	7690-02-000-7305
TAG 155-SIN	11/94	Surface Airlift Mail — Singapore	7690-03-000-3823
TAG 155-SYD	11/94	Surface Airlift Mail — Sydney	7690-02-000-7306
TAG 155-TYO	10/96	Surface Airlift Mail — Tokyo	7690-01-000-9290
TAG 155-YOK	6/95	Surface Airlift Mail — Yokohama	7690-03-000-4818
TAG 158	4/98	M-Bag Addressee Tag	7690-03-000-9135
TAG 159	1/96	Priority Mail Drop Shipment Tag	7690-03-000-9177

3 Postal Service Forms

Postal Service forms — both printed and electronic — are used for collecting, sorting, transmitting, and recording data. This catalog does not list forms designed by field units.

Many forms are available in automated versions. To obtain the automated versions, call Raleigh Information Systems Support at 800-USPS-HELP.

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS PO 810-1	9/82	9/82	Control Chart Worksheet	7530-03-000-8948	PS	SH	O	MDC	
PS PO 862-14A	3/86	3/86	Quality Control Test Bundle — Secondary Distribution	N/A	PS	PD	O	HQO	
PS PO 867-4A	3/83	3/83	Manual Distribution Separation Diagnostic Test	N/A	PC	PD	O	HQO	
PS 4	2/82	2/82	Employee's City or County Withholding Certificate	7530-02-000-7199	PS	SH	FIN	MDC	
PS 17	6/02	6/02	Stamp Requisition	7530-03-000-9112	PS	PD	MIN	MDC, IWEB	N/A
PS 17-G	9/01	9/01	Penalty Mail Stamp Requisition (3-part set)	7530-01-000-9499	PS	SE	FIN	MDC	N/A
PS 17-J	8/02	8/02	Penalty Mail Printed Stamped Envelope Order (2-part set)	7530-03-000-0451	PS	EA	FIN	HQO	HQO
PS 17-R	6/88	6/88	Recapitulation Sheet	7530-01-000-9500	PS	SH	FIN	MDC	
PS 25	10/98	10/98	Trust Fund Account	7530-01-000-9502	PS	SH	FIN	MDC	N/A
PS 35	5/83	5/83	Payroll Summary and Certification	7530-02-000-8556	SC	SH	FIN	HQO	

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PS 50	3/90	3/90	Notification of Personnel Action (3-part set)	7530-02-000-7202	SC	SE	ERM	EASC	
PS 61	1/00	1/00	Appointment Affidavits	7530-02-000-7226	PS	SH	ERM	MDC	N/A
PS 92	7/90	7/90	Headquarters Parking Application	7530-03-000-0460	HQ	SH	FAC	HQS	
PS 103-CC	10/90	10/90	Franked Mail Daily Control Sheet (2 pages)	7530-02-000-7338	PS	SH	FIN	MDC	
PS 109	3/00	3/00	Application to Print Special Services Barcoded Forms / Labels	N/A	PS	SH	MKT	IWEB, WWW	WWW
PS 125-B	6/87	9/79	Tax Payment Authorization (4-part continuous)	7530-01-000-9050	PS	SE	FAC	MDC	
PS 128	10/83	10/83	Travel and Admittance Identification Credential Card (blue)	7530-02-000-8559	AR	EA	IS	HQO	
PS 128-B	5/90	10/71	Officer's Identification Card (green card)	7530-03-000-0465	HQ	EA	IS	HQO	
PS 144	5/90	6/86	Prior Federal Civilian and Military Service Statement	7530-01-000-9504	PS	EA	ERM	MDC, F3	
PS 150	1/83	1/83	Postmaster Workload Information	7530-01-000-9053	PS	SH	ERM	MDC, FF	
PS 152	1/01	3/99	Delivery Confirmation Label	7530-04-000-4309	PU	EA	P&PD	MDC	P/F
PS 153	7/01	10/00	Signature Confirmation	7530-05-000-4046	PU	EA	EPS	MDC	P/F
PS 178	5/97	5/97	Specific Travel Order — Relocation and Relocation Agreement (3-part set)	7530-02-000-9432	PS	SE	FIN	MDC	N/A
PS 187	10/00	10/00	Document Distribution Plan	N/A	HQ	EA	PA&EC	IWEB	N/A

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 202	9/95	9/95	Health Benefits Refund Payment Authorization	7530-01-000-9068	PS	SE	ERM	HQO	
PS 222	3/01	3/01	Statement for Postmasters and Officers in Charge	7530-03-000-9163	PS	EA	ERM	MDC	N/A
PS 233	8/91	8/91	International Accounts Center Summary	7530-03-000-0477	SC	SH	FIN	SLASC	
PS 279	6/91	6/91	Certificate of Elevator Inspection	7530-01-000-9070	PS	EA	FAC	FMS	
PS 279-A	11/94	11/94	Certificate of Pressure Vessel Inspection	7530-03-000-3705	AR	SE	FAC	MDC	
PS 292	6/92	6/92	Separation Action	7530-02-000-8565	HQ	SH	ERM	HQO	
PS 296	6/87	3/77	Custody Receipt	7530-02-000-8567	HQ	SH	FAC	HQS	
PS 300	1/85	1/85	News Inquiry Sheet (4-part set)	7530-02-000-8568	HQ	SE	PA&EC	HQO	
PS 303	6/79	6/79	Separation with Indebtedness	7530-01-000-9859	SC	SH	FIN	EASC	
PS 313	6/73	6/73	Requisition for Printed Carrier Case Labels	7530-02-000-7188	CA	SH	O	MDC	
PS 316	11/90	11/90	Records Information Request (4-part set)	7530-01-000-9075	PS	SE	FIN	MDC	
PS 337	1/97	1/97	Clearance Record for Separated Employee	7530-02-000-7192	PS	EA	ERM	MDC, F3	
PS 468-A	12/91	12/91	Highway Transportation Contract — Bid or Renewal Worksheet	7530-03-000-8949	PS	EA	O	MDC	
PS 500	12/87	3/86	Rural Delivery Service Survey	7530-03-000-9324	CA	SH	O	MDC	
PS 505	8/82	8/82	Inspection Service Receipt (6-part set)	7530-02-000-7205	IC	SE	IS	MDC	
PS 508	4/74	4/74	Envelope for "M" Cases	7530-02-000-7208	IC	EA	IS	MDC	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 512-A	1/97	1/97	Inspection Service Employment Report	7530-02-000-7210	IC	EA	IS	MDC	
PS 514	5/87	5/87	Confidential Inquiry About Concern or Person	7530-02-000-7211	IC	SH	IS	MDC	
PS 518	9/01	9/01	Inspection Service Diary	7530-02-000-9939	PS	BK	IS	MDC	N/A
PS 521	8/87	8/80	Equipment Repair (tag)	7530-03-000-0509	HQ	EA	IS	HQO	
PS 525-X	4/84	4/84	Test Purchase Request Form	7530-03-000-0510	IC	SH	IS	HQO	
PS 533	3/91	3/91	Confidential Informant and Controlled Substance Fund Report	7530-02-000-7214	IC	SH	IS	MDC	
PS 540	7/71	7/71	Inquiry — Registered Article Notice	7530-03-000-0511	PS	EA	IB	HQO	
PS 542	5/91	11/87	Inquiry About a Registered Article or an Insured Parcel or an Ordinary Article (5-part set)	7530-02-000-7216	PU	EA	IB	MDC	
PS 543	2/85	2/85	Acknowledgment of Inquiry on International Mail	7530-03-000-0512	XO	EA	IB	HQO	
PS 543-NY	1/94	9/92	Acknowledgment of Inquiry on International Mail — NY	7530-03-000-0513	XO	EA	IB	ICO	
PS 546	1/90	1/90	Post Office Telephone Number Register (3-part set)	7530-02-000-7217	PO	SE	IS	MDC, F3	
PS 548	6/81	6/81	No Dispatch Particulars	7530-03-000-0514	XO	EA	IB	HQO	
PS 548-NY	9/92	9/92	No Dispatch Particulars — NY	7530-03-000-0525	XO	EA	IB	ICO	
PS 549	7/81	7/81	Acknowledgment of Inquiry from Foreign Administration	7530-03-000-0516	XO	EA	IB	HQO	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 549-NY	9/92	9/92	Acknowledgment of Inquiry from Foreign Administration — NY	7530-03-000-0517	XO	EA	IB	ICO	
PS 557	6/86	8/72	Application for Reward	7530-02-000-7218	IC	SH	IS	MDC	
PS 558	1/81	1/81	Information or Change of Address	7530-02-000-7219	PS	SH	IS	MDC	
PS 571	6/93	6/93	Discrepancy of \$100 or More in Financial Responsibility	7530-02-000-7223	IS	SE	IS	MDC, FF	N/A
PS 573	10/81	10/81	Mailing Record	7530-03-000-0519	IC	SH	IS	HQO	
PS 576	5/93	5/93	Criminal History File	7530-02-000-7224	IC	EA	IS	MDC	N/A
PS 578	4/72	4/72	Crime Laboratory Envelope	7530-03-000-0521	IC	EA	IS	HQO	
PS 579	4/88	2/85	Inspector's Miscellaneous Case (envelope)	7530-02-000-7490	IC	EA	IS	MDC	
PS 582	5/74	5/74	Handwriting Specimen	7530-02-000-9257	IC	SH	IS	MDC	
PS 582-A	6/92	6/92	Handwriting Form	7530-03-000-0522	IC	SH	IS	HQO	
PS 582-S	11/92	11/92	Handwriting Specimen (Spanish)	7530-03-000-9067	IC	SH	IS	MDC	
PS 584	4/71	4/71	Report of Damage to or Destruction of Postal Facility	7530-02-000-9258	IC	SH	IS	MDC	
PS 586	8/83	8/83	Inspection Service Planned Hour Report	7530-02-000-9259	IC	SH	IS	MDC	
PS 589	7/92	7/92	Electronic Surveillance Summary Report (4-part set)	7530-02-000-9260	IC	SE	IS	MDC	
PS 591	6/72	6/72	Request for Claim for Reward for Services Rendered	7530-02-000-9264	IC	SH	IS	MDC	
PS 604	3/90	5/88	Credit Card Non-Receipt Report (2-part set)	7530-02-000-9430	IC	SE	IS	MDC	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 607	2/92	1/81	Suspense File Worksheet — NYICIO	7530-03-000-0526	XO	EA	IB	ICO	
PS 607-SF	2/92	2/92	Suspense File Worksheet — San Francisco	7530-03-000-0527	IC	SH	IB	ICO	
PS 609	6/80	6/80	Word Processing Request Worksheet	7530-03-000-0528	XO	EA	IB	HQO	
PS 609-NY	9/92	9/92	Word Processing Request Worksheet — New York	7530-03-000-0529	XO	EA	IB	ICO	
PS 616	12/85	12/85	Description of Test Mail	7530-02-000-9267	IC	SH	IS	MDC	
PS 623	11/96	11/96	Request for Case	7530-02-000-9269	IC	EA	IS	MDC	
PS 630	4/81	4/81	Communications Issuance Approval	7530-03-000-0530	HQ	SH	IS	HQO	
PS 642	12/93	12/93	Recommendation for Reward Payment (4-part set)	7530-02-000-9340	IC	SE	IS	MDC	
PS 663	2/92	2/92	Instructions Concerning International Mail	7530-03-000-0532	IC	EA	IB	ICO	
PS 663-SF	2/92	2/92	Instructions Concerning International Mail (San Francisco)	7530-03-000-0533	IC	EA	IB	ICO	
PS 664	2/92	2/92	Request for Dispatch/Receipt Data	7530-03-000-0534	IC	SH	IB	ICO	
PS 664-A	8/87	8/87	Second Request for Dispatch/Receipt Data	7530-03-000-0535	XO	SH	IB	HQO	
PS 665	1/85	1/85	Reply to Inquiry Concerning International Mail	7530-03-000-0536	XO	SH	IB	HQO	
PS 665-A-NY	9/92	9/92	Reply to Inquiry Concerning International Mail	7530-03-000-0537	IO	IC	IB	ICO	
PS 666	3/82	3/82	Return of Form Concerning International Mail	7530-03-000-0538	XO	SH	IB	HQO	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 666-NY	9/92	9/92	Return of Form Concerning International Mail	7530-03-000-0539	IO	SH	IB	ICO	
PS 666-C	4/83	4/83	Return of Form Concerning Canadian Mail	7530-03-000-0540	XO	SH	IB	HQO	
PS 666-C-NY	10/92	10/92	Return of Form Concerning Canadian Mail (NY)	7530-03-000-0541	IO	SH	IB	ICO	
PS 668	2/92	2/92	Request for Delivery Data (New York)	7530-03-000-0542	IC	SH	IB	ICO	
PS 668-A	2/92	2/92	Second Request for Delivery Data	7530-03-000-0543	IC	SH	MKT	ICO	
PS 668-SF	2/92	2/92	Request for Delivery Data (San Francisco)	7530-03-000-0544	IC	SH	IB	ICO	
PS 669	6/80	6/80	Notice of Forwarded International Mail	7530-03-000-0545	XO	SH	IB	HQO	
PS 669-NY	9/92	9/92	Notice of Forwarded International Mail — NY	7530-03-000-0546	XO	SH	IB	ICO	
PS 670	6/81	6/81	International Mail Reverse Trace Ordinary	7530-03-000-0547	XO	SH	IB	HQO	
PS 673	5/91	10/85	Report of Rifled Parcel (4-part set)	7530-03-000-3733	PO	SE	IS	MDC	
PS 676-C	3/80	3/80	Internal Security Inspection Report	7530-03-000-0548	AR	SH	IS	HQO	
PS 677	2/92	2/92	Followup on International Mail Inquiry	N/A	IC	SH	IB	ICO	
PS 677-SF	2/92	2/92	Followup on International Mail Inquiry (San Francisco)	7530-03-000-0549	IC	SH	IB	ICO	
PS 680	10/83	10/83	Individual Firearms Qualification Record (card)	7530-03-000-3734	IC	EA	IS	MDC	
PS 681	2/87	2/87	Inspection Service Firearms Score Sheet	7530-02-000-9346	IC	SH	IS	MDC	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 695	1/85	1/85	Inspection Service Exit Interview	7530-03-000-0551	AR	SH	IS	HQO	
PS 697	5/86	5/86	Extension of City Delivery Service	7530-02-000-9349	CR	SH	O	MDC	
PS 699-A	11/93	11/93	Inspection Service Job Description	7530-01-000-9724	IC	SH	IS	HQO	
PS 699-B	11/93	11/93	Personnel Job Assignment	7530-01-000-9762	IC	SH	IS	HQO	
PS 714	8/96	8/96	Evidence/Property Report (2-part set)	7530-02-000-7495	PS	SH	IS	HQO	
PS 715	10/96	10/96	Property/Evidence Tag/Label	7530-03-000-8000	PS	EA	IS	MDC	
PS 715-A	10/96	10/96	Property/Evidence Tag/Label (continuation)	7530-03-000-7999	PS	EA	IS	MDC	
PS 716	8/96	8/96	United States Postal Inspection Service Destruction Certificate	7530-03-000-8314	PS	EA	IS	HQO	
PS 717	8/96	8/96	Currency Verification Sheet	7530-03-000-8315	PS	EA	IS	HQO	
PS 718	8/96	8/96	Property Room Access Control Log	N/A	PS	EA	IS	HQO	
PS 719	8/96	8/96	Custodian's Access Control Log	7530-03-000-8313	PS	EA	IS	HQO	
PS 720	8/96	8/96	Property/Evidence Log	7530-03-000-8312	PS	EA	IS	HQO	
PS 720-A	8/96	8/96	Property/Evidence Log (continuation)	7530-03-000-8316	PS	EA	IS	HQO	
PS 773	1/89	5/85	Records Transmittal and Receipt	7530-02-000-7498	PO	SH	FAC	MDC	
PS 794-A	8/90	10/86	Field Request for New or Revised Form	7530-02-000-7499	PS	SH	IT	MDC	
PS 800	10/95	10/95	Listing of Differences in Postmaster's Money Order Accountability (Domestic)	7530-03-000-0560	SC	SE	FIN	ASC	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 800-A	10/95	10/95	Listing of Differences in Postmaster's Money Order Accountability (Domestic Adjustment)	N/A	SC	SE	FIN	ASC	
PS 800-B	10/95	10/95	Money Order Post Audit Request	N/A	PS	SH	FIN	ASC, FF	
PS 809	3/97	9/92	Mail Forwarding Order — Emergency Change of Address	7530-02-000-9381	PS	EA	IS	MDC	
PS 810	10/90	10/90	Safety Notification Card (postal card)	7530-02-000-9393	PS	EA	IS	MDC	
PS 824	1/82	1/82	Detail Supporting Journal Voucher and Error Correction	7530-02-000-9403	SC	SH	FIN	MDC	
PS 828	9/86	9/86	Order for Entry Statement of Account	7530-01-000-9862	SC	SH	FIN	ISC	
PS 833	3/83	3/83	Deceased Payment Worksheet	N/A	SC	SH	FIN	EASC	
PS 834	3/94	3/94	Report to the Postmaster of Registered, COD Business (quarterly) (postal card)	7530-02-000-9445	PO	EA	MKT	MDC	
PS 835	9/98	9/98	Quarterly Report of Originating Registered and COD Transactions	7530-02-000-9461	PS	SH	FIN	MDC	N/A
PS 919	6/99	6/99	Facility Planning Concept	7530-03-000-8950	CE	SH	ENG	LOC	N/A
PS 929	3/99	3/99	Major Facility Planning Data	7530-03-000-8951	CE	SH	ENG	LOC	N/A
PS 956-1	4/80	4/80	Weekly Productivity Summary (PFS)	N/A	HQ	SH	O	HQO	
PS 961-A	9/84	9/84	Post Office Property Record (1-part continuous)	7530-02-000-9512	PO	EA	FIN	ASC	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 965	4/94	10/71	Salvage or Junk Tag	7530-02-000-9519	PS	EA	PM	MDC	
PS 969	9/94	7/90	Material Recycling and Disposal (5-part set)	7530-02-000-7258	PS	SE	PM	MDC, FF	
PS 971	8/95	8/95	Certificate of Transfer	7530-02-000-9529	PO	SH	FIN	MDC	
PS 990	3/94	3/94	Vacancy Announcement	7530-02-000-9530	PS	SH	ERM	MDC, FF	
PS 991	10/93	10/93	Application for Promotion or Assignment	7530-02-000-9547	PS	EA	ERM	MDC, F3	
PS 996-A	5/97	5/97	Mortgage Interest Differential Request	7530-01-000-9863	PS	SH	FIN	HQO	N/A
PS 996-B	1/86	1/86	Request for Continuing Mortgage Interest Differential	7530-01-000-9864	SC	SH	FIN	HQO	
PS 1000	4/97	4/97	Domestic Claim or Registered Mail Inquiry	7530-02-000-9931	PS	SE	FIN	MDC	P/F
PS 1010	5/02	5/02	eTravel Participant Enrollment Form	N/A	PS	SH	FIN	IWEB	N/A
PS 1011	5/97	5/97	Travel Advance Request and Itinerary Schedule	7530-02-000-7164	PS	SH	FIN	MDC, F3	N/A
PS 1012	5/97	5/97	Travel Voucher	7530-02-000-7334	PS	SH	FIN	MDC, F3	N/A
PS 1012-A	11/90	11/90	Travel Voucher — Continuation Sheet (Schedule of Expenses and Amounts Claimed)	7530-02-000-7335	PS	EA	FIN	MDC, F3	
PS 1013	10/94	10/94	Transportation Ticketing Authorization (2-part set)	7530-01-000-9865	PS	EA	FIN	MDC	
PS 1017-A	10/88	11/82	Time Disallowance Record	7530-02-000-7336	PS	SH	FIN	MDC	
PS 1017-B	2/88	11/82	Unauthorized Overtime Record	7530-02-000-7337	PS	SH	FIN	MDC	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 1041	1/92	5/83	Photographic Services Loan Request (2-part set)	7530-03-000-0584	HQ	SE	PA&EC	HQO	
PS 1043	10/86	10/86	Photographic Services Request (3-part set)	7530-03-000-0585	HQ	SE	PA&EC	HQO	
PS 1044	10/91	10/91	News Release Order (3-part set)	7530-03-000-0586	HQ	SE	PA&EC	HQO	
PS 1045	6/89	6/89	Technology Service Request (5-part set)	7530-03-000-0587	HQ	SE	ENG	HQO	
PS 1067	7/87	2/80	Warning and Waiver of Rights	7530-02-000-7339	IC	SH	IS	MDC	
PS 1067-S	1/87	1/87	Warning and Waiver of Rights (Spanish)	7530-02-000-7340	IC	SH	IS	MDC	
PS 1091-A	9/93	12/91	Post Office Box Fee Register (card)	7530-02-000-7341	PO	EA	MKT	MDC	
PS 1091-B	2/94	2/94	Register for Caller Service Fees (card)	7530-02-000-7344	PO	EA	MKT	MDC	
PS 1093	8/01	8/01	Application for Post Office Box or Caller Service (card)	7530-02-000-7165	PO	EA	MKT	MDC	N/A
PS 1094	1/02	1/02	Request for Post Office Box Key or Lock Service	7530-02-000-7345	PS	SH	RET	MDC/ IWEB	N/A
PS 1096	4/98	4/98	Receipt	7530-02-000-7346	PO	PD	FIN	MDC	N/A
PS 1099	10/92	3/89	Notice to Return Keys	7530-02-000-7347	PO	SH	MKT	MDC	
PS 1102	2/71	2/71	Failures on ADP Equipment (2-part set)	7530-02-000-8570	SC	SE	IT	HQO	
PS 1111	11/01	11/01	USPS Bulk Insured Service (BIS) Application	N/A	BC	SH	MKT	IWEB	WWW
PS 1129	9/90	9/90	Cashier Reimbursement Voucher and/or Accountability Report	7530-02-000-7166	PS	EA	FIN	MDC, F3	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 1163	6/80	6/80	System for Estimating Revenue, Pieces and Weight of Domestic Mail	7530-02-000-8571	PO	SH	FIN	HQO	
PS 1164	10/90	10/90	Claim for Reimbursement for Expenditures on Official Business	7530-02-000-8335	PS	EA	FIN	MDC, F3	
PS 1164-A	7/91	2/91	Claim for Reimbursement for Postal Supervisors	7530-02-000-8336	PS	SH	FIN	MDC	
PS 1186	10/96	10/96	Cancellation of APWU Dues From Payroll Withholdings	7530-03-000-8635	PS	SE	LR	MDC	
PS 1188	7/02	7/02	Cancellation of Organization Dues from Payroll Withholdings (3-part NCR)	7530-01-000-9016	PS	SE	LR	MDC	
PS 1192	2/99	3/95	U.S. Savings Bond Authorization for Purchase and Request for Change	7530-02-000-7351	PS	SH	ERM	MDC	N/A
PS 1198	3/87	3/87	Request for State Income Tax Withholding	7530-02-000-7352	PS	SH	FIN	MDC	
PS 1199-A	3/94	6/87	Direct Deposit (3-part set)	7530-02-000-7353	PS	EA	FIN	MDC	
PS 1216	6/93	6/93	Employee's Current Mailing Address (2-part set)	7530-02-000-7354	PS	SE	ERM	MDC	
PS 1221	5/93	1/78	Advanced Sick Leave Authorization	7530-02-000-7356	PS	PD	FIN	MDC, FF	
PS 1223-A	6/85	6/77	Earnings Statement	7530-03-000-0595	SC	SH	FIN	EASC	
PS 1223-B	6/85	6/77	Earnings Statement — Net to Bank	7530-03-000-0596	SC	SH	FIN	EASC	
PS 1224	5/96	12/87	Court Duty Leave — Statement of Service	7530-02-000-9496	PS	PD	ERM	MDC	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 1230-C	6/92	6/92	Time Card	7530-00-270-6182	PS	EA	FIN	MDC	
PS 1231	3/98	3/98	Board of Governors/ Officers Expense Report	7530-03-000-0597	HQ	SH	FIN	F3	
PS 1232	2/86	12/82	PDC Record of Telephone Calls and/or Authorization to Wear Pager	7530-03-000-0598	SC	SH	FIN	ISC	
PS 1233	9/90	9/90	Project Financial Change/ Completion Report	7530-02-000-7357	AR	EA	FIN	MDC	
PS 1233-A	2/87	2/87	Project Completion Report (Mechanization Identification and Cost Allocation)	7530-02-000-7358	PS	SH	FAC	MDC	
PS 1233-B	2/87	2/87	Project Completion Report (Personal Property Identification and Cost Allocation)	7530-02-000-7168	PS	SH	FAC	MDC	
PS 1234	3/92	3/92	Utility Card (tab card)	7530-02-000-7359	PS	EA	FIN	MDC	
PS 1236-A	9/98	9/91	Weekly Loan, Transfer, and Training Hours	7530-01-000-9649	PS	SH	FIN	MDC	N/A
PS 1260	3/93	3/92	Non-Transactor Card	7530-01-000-9268	PS	EA	FIN	MDC	
PS 1261	10/95	10/95	Non-Transactor Report	7530-01-000-9269	SD	SH	FIN	MDC, FF	
PS 1262	3/92	3/92	PSDS Loaned Employee Non-Transactor Card	7530-02-000-9433	SD	EA	FIN	MDC	
PS 1266	7/98	7/98	Receipt for Classified Communication	7530-01-000-9272	PS	SE	IS	MDC	N/A
PS 1270	5/94	5/94	Idea Proposal (5-part set)	7530-03-000-9448	PS	EA	ERM	MDC	
PS 1291	3/71	3/71	International Indemnity Claim Information	7530-03-000-0604	XO	SH	IB	HQO	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 1311	10/91	10/91	Carrier Transportation Agreement (3-part set)	7530-01-000-9279	CR	SE	O	MDC	
PS 1312	4/87	3/71	Local Transportation Payments	7530-01-000-9280	PO	SH	O	MDC	
PS 1314	8/98	8/98	Regular Rural Carrier Time Certificate (card)	7530-01-014-6844	PS	EA	FIN	MDC	N/A
PS 1314-A	8/98	8/98	Auxiliary Rural Carrier Time Certificate (card)	7530-01-000-9282	PS	EA	FIN	MDC	N/A
PS 1314-F	6/99	6/99	Rural Carrier FMLA Certificate	7530-03-000-8007	PS	EA	FIN	MDC	N/A
PS 1345	11/87	5/83	Request for Service Award Certificate/Letter	7530-01-000-3618	PS	SH	ERM	FF	
PS 1357	7/02	7/02	Request for Computer Access	7530-01-000-9289	PS	SH	IT	MDC, IWEB	N/A
PS 1357-A	1/87	1/87	Request for Inspection Service Computer ID	7530-03-000-0610	IC	SH	IS	HQO	
PS 1357-S	1/01	1/01	(Customer) Request for Computer Access	N/A	PU	SH	P	IWEB	WWW
PS 1360	2/86	2/86	Information Systems Security Incident Report	7530-03-000-3622	PS	SH	IT	MDC, F3	
PS 1360-A	9/86	9/86	PCC Security Incident Report	7530-03-000-0611	AR	SH	ENG	HQO	
PS 1362	10/99	10/99	Post Office Status Change Report	7530-02-000-7308	PS	SH	O	MDC	N/A
PS 1366	6/86	6/86	Contingency Planning Data Collection	N/A	PS	SH	IT	HQO	
PS 1375-P	9/94	9/94	Postmaster's Identification Card	7530-01-000-9293	PS	EA	ERM	MDC	
PS 1377	12/94	12/94	Request for Payment of Postmaster Replacement and/or RSC F Postmaster	7530-01-000-9294	PS	PD	FIN	MDC	
PS 1412-A	6/94	10/90	Daily Financial Form	7530-01-000-9295	PS	PD	FIN	MDC	N/A

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 1412-B	6/92	11/87	Daily Financial Report (pad/100)	7530-01-000-9296	PO	PD	FIN	MDC	
PS 1439	10/88	10/88	Report Abstract	7530-03-000-0625	HQ	SH	IT	HQO, F3	
PS 1444-A	2/98	2/98	Statistical Programs Monitoring Audit Evaluation Checklist, 1444-A Series	7530-01-000-9650	PS	EA	FIN	F3	
PS 1476	3/92	3/92	PSDS EMR Items Transcript	7530-01-000-9317	SD	SH	FIN	MDC, F3	
PS 1476-D	1/92	1/92	Mail Volume Adjustments Worksheet	7530-01-000-9318	SD	SH	O	MDC	
PS 1476-E	1/92	1/92	Transaction Codes 7X Worksheet	7530-01-000-9319	SD	SH	O	MDC	
PS 1476-F	8/95	8/95	FON Adjustment Worksheet	7530-01-000-9320	PO	SH	O	MDC	
PS 1476-G	1/92	1/92	Planned Hours by Functional Operation Number	7530-01-000-9321	SD	SH	O	MDC	
PS 1476-H	11/79	11/79	Planned Hours by Labor Distribution Code	7530-01-000-9322	SD	SH	O	MDC	
PS 1476-L	1/92	1/92	MOD Optional Report Request	7530-01-000-9325	SD	SH	O	MDC	
PS 1500	9/96	9/96	Application for Listing and/or Prohibitory Order	7530-03-000-7374	PU	SE	P&PD	MDC	
PS 1503	2/88	2/88	Claim for Abandoned Property	7530-02-000-8575	IC	SH	IS	HQO	
PS 1505	2/91	2/91	Report of Obstructed Mail Chute (card)	7530-01-000-9330	CA	EA	O	MDC	
PS 1506	12/74	12/74	Mail Chute Inspection	7530-02-000-9434	CA	SH	O	MDC	
PS 1507	3/88	10/81	Request to Provide Proper Mail Receptacle	7530-01-000-9332	PS	SH	O	MDC	
PS 1508	4/94	11/81	Statement by Shipper of Firearms	7530-01-000-9333	PO	SH	MKT	MDC	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 1509	7/88	10/83	Sender's Application for Recall of Mail	7530-01-000-9334	PO	SH	MKT	MDC	
PS 1510	4/92	4/92	Mail Loss/Rifling Report	7530-01-000-9335	PS	EA	IS	MDC, F3	
PS 1512	10/86	10/86	Notification of Investigation (card)	7530-03-000-9323	IC	EA	IS	MDC	
PS 1513	11/88	11/88	Notification of Criminal Monetary Imposition	7530-01-000-9336	IC	SH	IS	MDC	
PS 1516	10/85	10/85	Hold Harmless Agreement	7530-01-000-9338	IC	SH	IS	MDC	
PS 1517-A	2/87	2/87	Certificate of Transfer of Ownership — Motor Vehicle (card)	7530-03-000-0634	HQ	EA	IS	HQO	
PS 1527	7/95	2/85	Application for General Delivery Service	7530-01-000-9343	PO	EA	MKT	MDC	P/F
PS 1532	6/94	4/88	Semiannual Check of Overflow Mail	7530-01-000-9345	CR	SH	MKT	MDC	
PS 1534	5/84	5/84	Vehicle Data Questionnaire	7530-03-000-0635	HQ	SH	O	HQO	
PS 1538	8/89	6/82	Receipts for Post Office Box/Caller Service Fees (book/200)	7530-01-000-9346	PO	BK	FIN	MDC	
PS 1542	3/88	8/80	Service Point Delivery Requirements	7530-01-000-9347	PO	EA	O	MDC	
PS 1549-X	9/91	9/91	Contract Unit Percentage Payment Statement	N/A	PO	EA	FIN	HQO	
PS 1551	6/00	6/00	Accountbook for Post Offices and Financial Reporting Units - CAGs A-L	7530-03-000-7731	PS	BK	FIN	MDC	N/A
PS 1555	6/00	6/00	Statement of Account for CAGS H-L	7560-01-000-9354	PS	SH	FIN	MDC	N/A
PS 1556	3/87	3/87	Suspense Items — Support Information	7530-01-000-9356	PO	SH	FIN	MDC	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 1560	8/95	8/95	U.S. Postal Installation Information Update Requirements	7530-03-000-5758	PS	EA	FIN	MDC	
PS 1564	3/93	6/88	Address Change Sheet	7530-01-000-9357	AR	SH	O	MDC	
PS 1564-A	3/86	3/86	Delivery Instructions	7530-01-000-9359	PO	SH	O	MDC, F3	
PS 1564-B	10/83	4/79	Special Orders (card)	7530-01-000-9358	PO	EA	O	MDC	
PS 1567	8/98	8/98	Requisition for Rubber and Steel Stamps Only	7530-01-000-9360	PS	SH	O	MDC	
PS 1571	6/88	7/77	Undelivered Mail Report (pad/100)	7530-01-000-9361	PO	PD	O	MDC	
PS 1572	11/91	6/87	Inquiry About Receipt of International Mail	7530-01-000-9362	PS	SH	IB	MDC	
PS 1576	6/90	6/90	Requisition for Duplicating Services	7530-04-000-6581	PS	SH	PUR	MDC	N/A
PS 1578-B	5/92	5/92	Requisition for Facing Slips or Labels (2-part set)	7530-02-000-7171	PS	SE	O	MDC	
PS 1583	3/99	3/99	Application for Delivery of Mail Through Agent	7530-01-000-9365	PU	SH	O	MDC	WWW
PS 1583-A	8/00	8/00	Application to Act as a Commercial Mail Receiving Agency	7530-04-000-4564	PU	SH	DP&P	MDC, IWEB	WWW
PS 1586	11/85	11/85	Supply Record (card)	7530-01-000-9366	PO	EA	PM	MDC	
PS 1590	5/91	6/86	Supplies and Equipment Receipt	7530-01-000-9367	PS	SH	PM	MDC, F3	
PS 1597	4/89	3/86	Work Assignment and Mail Count (Messenger Operations)	7530-01-000-9369	CA	SH	O	MDC	
PS 1608	2/87	2/79	Emergency Salary Authorization and Receipt	7530-01-000-9371	PS	SH	FIN	MDC	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 1620	10/70	10/70	Arrangement of Separations on Distribution Cases	7530-01-000-9372	CA	SH	O	MDC	
PS 1621	11/86	11/86	Delivery Management Report (2-part set)	7530-01-000-9390	PO	SE	O	MDC	
PS 1623	4/82	4/82	Change in Delivery, Relay, and Collection Service	7530-01-000-9391	CA	SH	O	MDC	
PS 1624	7/92	5/86	Delivery/Collection Equipment Work Request (3-part set)	7530-01-000-9392	PS	SE	O	MDC	
PS 1625	3/95	10/91	Record of Entry — Registry Section	7530-01-000-9393	PO	EA	MKT	MDC	
PS 1627	10/72	10/72	General Purpose Ruled Form	7530-01-000-9394	PS	SH	O	MDH, F3	
PS 1628	10/85	3/72	Individual Key Record (card)	7530-03-000-3661	PO	EA	IS	MDC	
PS 1629	6/72	6/72	Building Keys Inventory	7530-01-000-9396	PS	SH	IS	MDC	
PS 1630	6/87	5/80	Station/Branch Entrance Key Record	7530-01-000-9397	CA	SH	O	MDC	
PS 1639	12/74	12/74	Carrier's Report of Recurring Missorted Mail (pad/100)	7530-01-000-9400	PO	PD	O	MDC	
PS 1653	12/92	1/89	Postmaster Relief/Leave Replacement Employment Data (4-part set)	7530-01-000-9401	CD	SE	MKT	MDC	
PS 1654	7/90	12/86	Headquarters Messenger Service (pad/50)	7530-03-000-0637	HQ	PD	FAC	HQO	
PS 1668	4/90	4/90	Shipping Instructions (Printing and Binding Material) (4-part set)	7530-03-000-0638	HQ	SE	PM	HQO	
PS 1700	12/91	2/91	Accident Investigation Worksheet	7530-02-000-7362	PS	SH	O	MDC	
PS 1716	1/89	11/87	Notice of Vacancy in Assignment(s)	7530-02-000-7363	PS	SH	ERM	MDC, F3	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 1717	1/82	1/82	Bid for Preferred Assignment (card)	7530-02-000-7364	PO	EA	ERM	MDC	
PS 1717-A	6/88	6/88	Preferred Assignment Multiple Bid Card	7530-01-000-9709	PO	EA	ERM	MDC	
PS 1723	1/95	1/95	Assignment Order (pad/50)	7530-02-000-7366	PS	PD	ERM	MDC, FF	
PS 1750	8/94	8/94	Employee Evaluation and/or Probationary Report (3-part set)	7530-02-000-7371	PS	SE	ERM	MDC	
PS 1752	3/88	7/81	Health Unit Daily Record	7530-02-000-7372	CA	SH	ERM	MDC, F3	
PS 1760	1/84	1/84	Safety & Health Change Request (3 pages)	7530-01-000-9417	PS	SH	ERM	MDC	
PS 1766	4/86	4/86	Hazard Warning Card	7530-02-000-7374	PS	EA	ERM	MDC	
PS 1767	12/82	12/82	Report of Hazard, Unsafe Condition, or Practice (4-part set)	7530-01-000-9422	PS	SE	ERM	MDC	
PS 1768	6/97	6/97	Safe Driver Award Committee Decision (3-part set)	7530-01-000-9423	PS	SE	ERM	MDC	N/A
PS 1769	9/91	4/89	Accident Report (16-page, 3-part set)	7530-02-000-7375	PS	SE	ERM	MDC	
PS 1770	4/97	4/97	Hazardous Materials Incident Report (3-part set)	7530-02-000-7376	PS	SE	ERM	MDC, F3	N/A
PS 1772	5/79	5/79	Accident Log	7530-02-000-7377	PS	SH	ERM	MDC	
PS 1773	2/88	12/82	Report of Hazard Log	7530-01-000-9427	PS	SH	ERM	MDC	
PS 1778	7/86	8/82	Dog Warning Card	7530-01-000-9428	PS	EA	ERM	MDC	
PS 1782	5/86	5/82	Training Request and Authorization	7530-01-000-9429	PS	SH	ERM	MDC, F3	
PS 1782-A	11/91	11/91	Inspection Service Training Request and Authorization	7530-02-000-7378	PS	EA	IS	MDC	
PS 1783	1/89	1/89	On-the-Job Safety Review/Analysis	7530-01-000-9430	PS	SH	ERM	MDC, F3	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 1796-A	4/90	4/90	Qualifications Rating Sheet for Senior Qualified Positions	7530-02-000-7379	PS	SH	ERM	MDC, F3	
PS 1796-B	4/90	4/90	Qualifications Rating Sheet for Best Qualified Positions	7530-02-000-7380	PS	SH	ERM	MDC, F3	
PS 1804-C	6/73	12/70	Postmaster's Certification of SDM Equipment Maintenance (tab card)	7530-01-000-9438	PS	EA	FIN	MDC	
PS 1813	11/97	11/97	Late Leaving and Returning Report — First Carrier Delivery Trip (pad/100)	7530-01-000-9441	CR	PD	O	MDC	
PS 1823	12/93	11/92	EEO Credential	7530-03-000-0645	HQ	EA	LR	HQO	
PS 1825	9/93	9/93	Library Loan (card)	7530-03-000-0646	HQ	EA	IT	HQO	
PS 1826	6/86	6/86	Interlibrary Loan (yellow card)	7530-03-000-0647	HQ	EA	IT	HQO	
PS 1827	3/71	3/71	Borrower's Request (library charge card)	7530-03-000-0649	HQ	EA	IT	HQO	
PS 1838	9/99	9/99	Carrier's Count of Mail — Letter Carrier Routes (Mngt. Summary) (2-part set)	7530-01-000-9461	CR	SE	O	MDC	
PS 1838-A	10/81	10/81	Carrier's Count of Mail — Parcel Post and Combination Services Worksheet/Management Summary (2 pages)	7530-01-000-9462	CR	SH	O	MDC	
PS 1838-B	1/84	1/84	Parcel Post Firm Delivery Worksheet	7530-01-000-9463	PO	SH	O	MDC	
PS 1838-C	11/97	11/97	Carrier's Count of Mail — Letter Carrier Routes Worksheet (2-part set)	7530-01-000-9464	CR	SE	O	MDC	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 1839	10/84	10/84	Payment Record for Carrier Drive Out Agreements (3-part set)	7530-01-000-9465	PO	SE	FIN	MDC	
PS 1840	11/97	11/97	Carrier Delivery Route — Summary of Count and Inspection (pad/50)	7530-01-000-9466	CR	PD	O	MDC	
PS 1840-A	3/80	3/80	Summary of Carrier's Count of Mail — Parcel Post and Combination Services	7530-01-000-9467	CR	SH	O	MDC	
PS 1840-B	11/97	11/97	Carrier Time Card Analysis (4 pages)	7530-01-000-9468	PS	SH	O	MDC	
PS 1846	9/79	9/79	Quarterly List of Money Orders Issued	7530-01-000-9898	PS	SH	FIN	HQO	
PS 1861	7/95	7/95	Classified Document Accountability Record (4-part set)	7530-03-000-0658	HQ	SE	FIN	HQO	
PS 1864	5/82	5/82	Voucher and Schedule of Payments (4-part set)	7530-01-000-9469	PO	SE	FIN	MDC, F3	
PS 1865	9/91	9/91	Voucher and Schedule of Payments (4-part set)	7530-01-000-9470	AR	SE	FIN	MDC	
PS 1868	1/01	1/01	Business Card Order Form	7530-02-000-9749	PS	SH	PM	IWEB	N/A
PS 1887	12/98	12/98	Order for Overprinted Form 3849	N/A	PO	SH	MKT	LOC	N/A
PS 1888	8/98	9/95	Printing, Electronic Publishing, or Composition Request (5-part set)	7530-03-000-3686	HQ	SE	PM	HQS	
PS 1888-A	10/95	2/90	Quickcopying, Addressing, and Mailing Services (3-part set)	7530-02-000-9748	HQ	SE	PM	HQO	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 1902	9/94	4/87	Justification for Billing Accounts Receivable	7530-01-000-9472	PS	SH	FIN	MDC, F3	
PS 1903-C	7/88	7/88	Credit Invoice (5-part set)	7530-02-000-8577	HQ	SE	FIN	HQO	
PS 1904	6/84	6/84	Batch Ticket for Remittances Received (3-part set)	7530-03-000-0663	SC	SE	FIN	HQO	
PS 1908	4/82	4/82	Financial Adjustment Memorandum (pad/100)	7530-01-000-9475	PO	PD	FIN	MDC	
PS 1915	6/73	6/73	Authorization to Flag Employee's Accounts (3-part set)	N/A	SC	SE	FIN	EASC	
PS 1918	7/78	7/78	Accounts Payable Batch Control Sheet	N/A	SC	SH	FIN	SEASC	
PS 1926	2/76	2/76	Audit Information Request — Postmasters' Statements of Account	7530-03-000-0666	SC	SH	FIN	ISC	
PS 1940	3/94	4/85	Remittance Register	7530-01-000-9479	AR	SH	FIN	MDC	
PS 1952	4/75	4/75	Annual Estimate of Anticipated Penalty Mail Usage	7530-03-000-0669	HQ	SH	FIN	HQO	
PS 1957-A	5/89	5/89	International Airmail Tag Request (9 pages)	7530-01-000-9483	PS	SH	IB	MDC	
PS 1957-B	4/82	4/82	Request for International Tags (2 pages)	7530-01-000-9484	PS	SH	IB	MDC	
PS 1957-C	4/82	4/82	Request for Military Tags	7530-01-000-9060	PS	SH	IB	MDC	
PS 1957-D	4/82	4/82	Request for Military Labels	7530-01-000-9486	PS	SH	IB	MDC	
PS 1957-T	10/86	10/86	International Tray Label Request	7530-01-000-9488	PS	SH	IB	MDC	
PS 1961	10/85	10/85	Employee Uniform Allowance Statement	N/A	PO	EA	FIN	ASC	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 1994	7/87	5/79	Employee's Work Schedule	7530-01-000-9493	PO	SH	O	MDC	
PS 1997	4/88	4/88	Health Unit Case Record (card)	7530-01-000-9494	PS	EA	ERM	MDC, F3	
PS 2006	8/81	8/81	Information Concerning Mail Matter	7530-01-000-9496	IC	SH	IS	MDC	
PS 2009	6/81	6/81	Information Concerning Mail Matter	7530-01-000-9514	IC	SH	IS	MDC	
PS 2013	7/94	7/94	Sensitive Security Clearance Processing Request	7530-01-000-9515	PS	SH	IS	MDC, FF	
PS 2016	3/94	3/94	Mail Theft and Vandalism Complaint	7530-01-000-9517	PO	SH	IS	MDC, F3	
PS 2017	1/77	1/77	Mail Cover File Envelope	7530-01-000-9518	IC	EA	IS	MDC	
PS 2018	1/02	1/02	Duplicate Key, Pin & Combination Inventory	7530-04-000-5309	PS	EA	GC	HQO, MDC	N/A
PS 2022	6/91	6/91	Key Inventory Record	7530-03-000-0676	IC	SH	IS	HQO	
PS 2025	4/95	4/95	Contract Personnel Questionnaire	7530-01-000-9519	IC	SH	IS	MDC, F3	
PS 2026-A	6/88	6/88	Investigative History File — Personal History Data (6 pages)	7530-01-000-9521	IC	SH	IS	MDC	
PS 2026-B	6/88	6/88	Investigative History File — Firm Data	7530-01-000-9710	IC	SH	IS	MDC	
PS 2026-QD	8/92	8/92	Personal History Data — QD	7530-02-000-7958	IC	SH	IS	MDC	
PS 2027	6/88	6/88	Burglary Report (4 pages)	7530-01-000-9522	IC	SH	IS	MDC	
PS 2041	3/83	3/83	USPS Building Pass — Headquarters (card)	7530-03-000-0678	HQ	EA	ERM	HQO	
PS 2041-A	3/77	3/77	Headquarters Building Pass — Tenant (card)	7530-03-000-0679	HQ	EA	ERM	HQO	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 2041-B	6/78	6/78	Headquarters Building Pass — Contract (card)	7530-03-000-0680	HQ	EA	ERM	HQO	
PS 2041-C	12/82	12/82	Temporary Employee's Building Pass	7530-03-000-0681	HQ	EA	IS	HQO	
PS 2041-T	1/92	1/92	MTAC Headquarters ID (card)	7530-03-000-0682	HQ	EA	MKT	HQO	
PS 2043	6/96	6/96	Credential Control Record (3-part set)	7530-03-000-0883	HQ	EA	IS	HQO	
PS 2045	7/98	7/98	Agreement to Take Polygraph Examination	7530-03-000-0685	HQ	SH	IS	HQO	N/A
PS 2059	6/87	9/71	Credential Envelope	7530-03-000-0687	HQ	EA	ERM	HQO	
PS 2064	6/99	6/99	Violation Notice	7530-02-000-7383	IC	PD	IS	SMD	N/A
PS 2066	10/87	2/86	Updated Personnel Security Questionnaire	7530-02-000-7384	PS	SH	IS	MDC	
PS 2073	6/01	6/01	Notice of Appeal-Agency to the Equal Employment Opportunity Commission, Office of Federal Operations	7530-05-000-4369	PS	EA	LR	MDC	N/A
PS 2081	1/96	10/88	Contractor Employee Assignment Notification	7530-03-000-0691	PS	EA	PM	HQO	
PS 2090-AX	3/77	3/77	Employee (Victim) Physical Assault Case Summary	7530-03-000-0693	IC	SH	IS	HQO	
PS 2091	12/82	12/82	Set-Off Action Request (4-part set)	7530-02-000-7385	IC	SE	IS	MDC	
PS 2093	9/75	9/75	Courtesy Violation Notice (3-part set, book/50)	7530-02-000-7387	IC	BK	IS	MDC	
PS 2099	7/83	7/83	Inspection Service Disclosure Record (2-part set)	7530-02-000-7388	IC	SE	IS	MDC	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 2106	10/87	10/87	Adjudication — Tort Claims (4-part set)	N/A	PS	SE	GC	HQS, F3	
PS 2108-A	11/73	11/73	Notice of Contract Costs Suspended and/or Disapproved (continuation)	7530-03-000-0697	IC	SH	IS	HQO	
PS 2109	9/94	6/91	Examination Results (envelope)	7530-03-000-0698	HQ	EA	IS	HQO	
PS 2110	12/96	12/96	Polygraph Data Sheet (4 pages)	7530-03-000-0699	IC	EA	IS	HQO	
PS 2112	8/91	8/91	Palmprint Impressions	7530-02-000-7389	IC	EA	IS	MDC	
PS 2113	6/86	6/86	Tort Claim Summary	7530-03-000-0700	HQ	SH	GC	HQO	
PS 2130	10/96	10/96	Claim for Loss — Initial Letter (3-part set)	7530-02-000-7390	PS	SE	FIN	MDC, FF	
PS 2131	4/98	4/98	Uncollectible Check Report	7530-01-000-9711	PS	SE	FIN	MDC	
PS 2134	4/98	4/98	EMCA Uncollectible	7530-02-000-9932	PS	SE	FIN	MDC	
PS 2139	4/75	4/75	Assault Report on Law Enforcement Personnel	7530-02-000-7392	IC	SH	IS	MDC	
PS 2146	11/87	11/87	Employee's Claim for Personal Property	7530-02-000-7393	PS	SH	ERM	MDC	
PS 2159	3/02	3/02	Certification Sheet	7530-03-000-0701	HQ	EA	GC	HQO	N/A
PS 2159-A	3/02	3/02	Certification Blank	7530-03-000-0702	HQ	EA	GC	HQO	N/A
PS 2162	2/80	2/80	Burglary and Robbery Countermeasures Program	7530-03-000-0703	IC	SH	IS	HQO	
PS 2171	8/92	8/92	Handwriting Specimen — Money Order	7530-02-000-7398	IC	EA	IS	MDC	
PS 2171-A	2/93	2/93	Handwriting Specimen (checks)	7530-02-000-7399	IC	EA	IS	MDC	
PS 2171-B	9/92	9/92	Handwriting Specimen — Express Mail Label/Credit Card	7530-03-000-9033	IC	EA	IS	MDC	

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PS 2181-A	3/96	3/96	Pre-Employment Screening — Authorization and Release	7530-02-000-7401	PS	SH	ERM	MDC	
PS 2181-B	12/88	12/88	Applicant Drug Testing — Consent and Release	7530-02-000-7175	PS	SH	ERM	MDC	
PS 2181-C	4/96	4/96	Authorization and Release — Background Investigation (USPS Contractors and Employees of Contractors)	N/A	PS	EA	IS	HQO, F3	
PS 2185	6/99	6/99	Certificate of Site Investigation for Easements or Other Evidences of Rights to Government Interests	7530-03-000-0705	HQ	SH	CA	HQO	N/A
PS 2192	3/75	3/75	Adjudication — Tort Claims (pad/100)	7530-03-000-0706	HQ	PD	GC	HQO	
PS 2198	10/91	6/87	Accident Report — Tort Claim	7530-02-000-7403	PS	SH	O	MDC, F3	
PS 2205	6/80	6/80	Court Request	7530-03-000-0708	IC	SH	IS	HQO	
PS 2215	11/82	11/82	Energy and Equipment Life Cycle Cost Analysis	7530-03-000-0709	PS	SH	FAC	HQO	
PS 2238	5/85	5/85	Thermal Load Estimate Calculations	7530-02-000-7405	PS	SH	FAC	MDC	
PS 2240	4/01	4/01	Pay, Leave, or Other Hours Adjustment Request (2-part set)	7530-02-000-7406	PS	SE	FIN	MDC	N/A
PS 2240-F	6/91	6/91	FLSA Overtime Adjustment Request	7530-01-000-9507	PS	SE	FIN	MDC	
PS 2240-R	8/98	8/98	Rural Pay or Leave Adjustment Request (2-part set)	7530-02-000-7407	PS	EA	FIN	MDC	N/A

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 2242	2/84	2/84	Part-Time Regular Annual Leave Analysis	7530-03-000-0710	HQ	SH	FIN	HQO	
PS 2243	4/86	4/86	PSDS Hours Adjustment Record	7530-02-000-7426	SD	SH	FIN	MDC	
PS 2249	6/81	6/81	Severance Pay Computation	7530-01-000-9900	SC	SH	FIN	EASC	
PS 2282	6/99	6/99	Facility Evaluation Sheet (Space & Condition)	7530-02-000-7428	CE	SH	ENG	MDC	N/A
PS 2329	7/78	7/78	Cancelling Machine Readings and Handstamped Letter Size	7530-02-000-7429	CA	SH	O	MDC	
PS 2332	9/98	9/98	Record of Parcel Post Pieces Processed	7530-02-000-7431	PS	SH	O	MDC	N/A
PS 2341	1/82	1/82	Notice of Adjustment — Separated Employee	7530-03-000-0719	SC	SH	FIN	ISC	
PS 2345	3/95	1/92	Personnel Workhours — FON	7530-02-000-7432	SD	SH	O	MDC	
PS 2345-B	10/78	10/78	Facility Manpower	7530-02-000-7434	PS	SH	O	MDC	
PS 2345-LSM	2/76	2/76	Personnel Manpower — Letter Sorting Machine	7530-02-000-7436	CA	SH	O	MDC	
PS 2347	3/88	2/73	Mark II Facer-Canceller Machine Cancellations	7530-02-000-7437	PO	SH	O	MDC	
PS 2362	4/85	4/85	Flats, Magazines, Flat Papers, Distributed to Cases	7530-02-000-7438	PO	SH	O	MDC	
PS 2371-A	8/75	8/75	MOD 2 Performance Summary — Mail Volume	7530-02-000-7440	PO	SH	O	MDC	
PS 2396	9/78	9/78	Request for Assistance — Headquarters/ Regional Project	7530-03-000-0720	AR	SH	O	HQO	

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PS 2401	6/73	6/73	Interview and Evaluation of Applicant for the Position of Security Police Officer	7530-03-000-0721	PO	SH	ERM	HQO	
PS 2430	6/98	6/98	EEO Investigation Report	7530-01-000-9628	PS	SH	LR	MDC, F3	
PS 2431	8/99	8/99	Request for Miscellaneous Disbursement Payment	N/A	PS	SH	FIN	BLUE	N/A
PS 2432	6/98	6/98	Individual Training Progress Report	7530-01-000-9629	PS	SH	ERM	MDC, FF	N/A
PS 2458	2/92	2/92	Uniform Vendors License — Code of Ethical Conduct	7530-03-000-0730	HQ	SH	LR	HQO	
PS 2479-A/B	4/87	4/83	Application Card/Admission Card	7530-03-000-0740	PS	EA	ERM	NTA	
PS 2480	4/92	4/92	Driving Record — For Positions That Require Driving	7530-02-000-9738	TC	SH	ERM	MDC	
PS 2481	12/92	7/91	Applicant Notice — Strength and Stamina Test	7530-02-000-7176	PO	SH	ERM	MDC	
PS 2485	11/91	11/91	Medical Examination & Assessment (8-page set)	7530-01-000-9637	PS	SE	ERM	MDC	
PS 2486	11/87	11/87	Report of Specific Medical Condition	7530-01-000-9638	PS	SH	ERM	MDC	
PS 2487	1/97	1/97	Requisition for Test Materials	7530-03-000-0744	PS	EA	ERM	NTA, F3	
PS 2488	6/87	5/76	Authorization for Medical Report	7530-03-000-3508	PS	SH	ERM	MDC	
PS 2489	4/89	4/89	Identification of Physical/Mental Disability	7530-01-000-9640	PS	SH	ERM	MDC	
PS 2491	7/88	7/88	Medical Report — First Aid Injuries (3-part set)	7530-02-000-7178	PS	SE	ERM	MDC	
PS 2492	8/00	8/00	Request for Fitness-for-Duty Examination	7530-05-000-4159	PS	SET	ERM	MDC	N/A

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 2523	9/01	9/01	Time Record Sheet	7530-03-000-0758	PS	SH	ERM	NTA	N/A
PS 2528	1/02	1/02	Structured On-the-Job Training (SOJT) Certification	7530-03-000-0760	CD	SH	MKT	IWEB	N/A
PS 2528-L	5/01	5/01	Structured On-the-Job Training (SOJT) Certification	N/A	PO	SH	MKT	IWEB	N/A
PS 2548	6/89	6/89	Individual Training Record — Supplemental Sheet	7530-03-000-3521	PS	SH	ERM	MDC, F3	
PS 2548-01	6/89	6/89	Individual Training Record — BMC Distribution Clerk	7530-01-000-9908	PO	SH	ERM	MDC	
PS 2548-02	6/89	6/89	Individual Training Record — BMC Mailhandler	7530-01-000-9909	PO	SH	ERM	MDC	
PS 2548-03	6/89	6/89	Individual Training Record — City Letter Carrier	7530-01-000-9936	PS	SH	ERM	MDC	
PS 2548-04	6/89	6/89	Individual Training Record — Distribution Clerk	7530-01-000-9937	PS	SH	ERM	MDC	
PS 2548-05	6/89	6/89	Individual Training Record — Distribution Clerk Machine, MPLSM	7530-02-000-9587	PS	SH	ERM	MDC	
PS 2548-06	6/89	6/89	Individual Training Record — Flat Sorting Machine Operator	7530-01-000-9938	PS	SH	ERM	MDC	
PS 2548-07	6/89	6/89	Individual Training Record — Mailhandler	7530-02-000-9588	PO	SH	ERM	MDC	
PS 2548-08	6/89	6/89	Individual Training Record — Mail Processor	7530-01-000-9939	PS	SH	ERM	MDC	
PS 2548-09	6/89	6/89	Individual Training Record — Mark-Up Clerk, Automated; Senior Mark-Up Clerk, Automated	7530-01-000-9940	PS	SH	ERM	MDC	
PS 2548-10	6/89	6/89	Individual Training Record — Motor Vehicle Operator	7530-01-000-9941	PS	SH	ERM	MDC	

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PS 2548-11	6/89	6/89	Individual Training Record — Rural Carrier, Relief and Associates	7530-02-000-7179	PO	SH	ERM	MDC	
PS 2548-12	6/89	6/89	Individual Training Record — Special Delivery Messenger	7530-01-000-9942	PS	SH	ERM	MDC	
PS 2548-13	6/89	6/89	Individual Training Record — Tractor Trailer Operator	7530-01-000-9943	PS	SH	ERM	MDC	
PS 2548-14	6/89	6/89	Individual Training Record — Window Clerk; Distribution & Window Clerk; Distribution, Window, and Mark-Up Clerk	7530-01-000-9944	PS	SH	ERM	MDC	
PS 2548-15	1/92	1/92	Individual Training Record — Mail Classification	7530-01-000-9658	PS	SH	ERM	MDC	
PS 2548-51	6/89	6/89	Individual Training Record — Area Maintenance Specialist; Area Maintenance Technician	7530-02-000-9745	PS	SH	ERM	MDC	
PS 2548-52	6/89	6/89	Individual Training Record — Automotive Mechanic; Lead Automotive Mechanic	7530-01-000-9945	PS	SH	ERM	MDC	
PS 2548-53	6/89	6/89	Individual Training Record — Automotive Painter	7530-01-000-9946	PS	SH	ERM	MDC	
PS 2548-54	6/89	6/89	Individual Training Record — Body and Fender Repairman; Tool and Parts Clerk (VMF)	7530-01-000-9947	PS	SH	ERM	MDC	
PS 2548-55	6/89	6/89	Individual Training Record — Cleaner; Custodian; Laborer, Custodial	7530-01-000-9984	PS	SH	ERM	MDC	
PS 2548-56	6/89	6/89	Individual Training Record — Cleaner in Charge; Group Leader, Custodial	7530-01-000-9985	PS	SH	ERM	MDC	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 2548-57	6/89	6/89	Individual Training Record — Electronics Technician	7530-01-000-9986	PS	SH	ERM	MDC	
PS 2548-59	6/89	6/89	Individual Training Record — Elevator Operator	7530-01-000-9988	PS	SH	ERM	MDC	
PS 2548-60	6/89	6/89	Individual Training Record — Engineman; Assistant Engineman; Fireman	7530-01-000-9989	PS	SH	ERM	MDC	
PS 2548-62	6/89	6/89	Individual Training Record — Garageman	7530-03-000-3845	PS	SH	ERM	MDC	
PS 2548-63	6/89	6/89	Individual Training Record — General Clerk, VMF; Administrative Clerk, VMF	7530-01-000-9993	PS	SH	ERM	MDC	
PS 2548-64	6/89	6/89	Individual Training Record — General Mechanic (B&BE); Mechanic Helper (B&BE)	7530-01-000-9994	PS	SH	ERM	MDC	
PS 2548-65	6/89	6/89	Individual Training Record — General Mechanic (MPE); Mechanic Helper (MPE)	7530-01-000-9995	PS	SH	ERM	MDC	
PS 2548-66	6/89	6/89	Individual Training Record — Junior Mechanic, Automotive	7530-03-000-3814	PS	SH	ERM	MDC	
PS 2548-67	6/89	6/89	Individual Training Record — Maintenance Control and Stock Clerk	7530-01-000-9948	PS	SH	ERM	MDC	
PS 2548-68	6/89	6/89	Individual Training Record — Maintenance Control Clerk	7530-01-000-9949	PS	SH	ERM	MDC	
PS 2548-69	6/89	6/89	Individual Training Record — Maintenance Control Technician	7530-01-000-9997	PS	SH	ERM	MDC	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 2548-70	6/89	6/89	Individual Training Record — Maintenance Electrician	7530-01-000-9998	PS	SH	ERM	MDC	
PS 2548-71	6/89	6/89	Individual Training Record — Maintenance Mechanic, MPE; Conveyor Mechanic; Overhaul Specialist	7530-03-000-3828	PS	SH	ERM	MDC	
PS 2548-73	6/89	6/89	Individual Training Record — Stationary Engineer	7530-02-000-9584	PS	SH	ERM	MDC	
PS 2548-74	6/89	6/89	Individual Training Record — Storekeeper, Automotive Parts	7530-01-000-9981	PS	SH	ERM	MDC	
PS 2548-76	6/89	6/89	Individual Training Record — Tool and Parts Clerk (Maintenance Control)	7530-01-000-9983	PS	SH	ERM	MDC	
PS 2550	9/95	9/95	Interview Notice	7530-01-000-9692	PS	SE	ERM	MDC, F3	
PS 2556	7/86	7/86	Third Party Statement of Recovery	7530-03-000-3523	PS	SH	ERM	MDC, F3	
PS 2557	7/86	7/86	Employee's Third Party Recovery Statement	7530-01-000-9694	PS	SH	ERM	MDC	
PS 2558	10/90	11/87	Excess Space Used Certification (3-part set)	7530-02-000-7180	HQ	SE	O	MDC	
PS 2559	2/81	2/81	Third Party Claim — Information Request	7530-01-000-9695	PS	SH	ERM	MDC	
PS 2560	11/87	11/87	Referral of Third Party Material	7530-01-000-9696	PS	SH	ERM	MDC	N/A
PS 2562	12/88	3/81	Injury Compensation Program — Notice of Potential Third Party Claim	7530-01-000-9697	PS	SH	ERM	MDC	
PS 2563-A	3/01	3/01	Certification of Receipt — Publication 133	7530-02-000-7959	PS	SE	LR	MDC	N/A

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 2563-B	3/01	3/01	Allegations of Discrimination Based on Age	7530-02-000-7960	PS	SE	LR	MDC	N/A
PS 2564-A	3/01	3/01	Information for Precomplaint Counseling	7530-02-000-7961	PS	SE	LR	MDC	N/A
PS 2564-B	6/01	6/01	EEO Settlement Agreement — Pre-Complaint	7530-02-000-7962	PS	SE	LR	MDC	N/A
PS 2564-C	6/01	6/01	Withdrawal of Complaint of Discrimination	7530-02-000-7963	PS	SE	LR	MDC	N/A
PS 2565	3/01	3/01	EEO Complaint of Discrimination in the U.S. Postal Service	7530-03-000-3526	PS	EA	LR	MDC	N/A
PS 2565-A	6/98	6/98	Withdrawal of Formal EEO Complaint of Discrimination	7530-02-000-7964	PS	SE	LR	MDC, F3	
PS 2565-B	6/98	6/98	EEO Settlement Agreement	7530-02-000-7965	PS	SH	LR	MDC, F3	
PS 2565-C	3/01	3/01	Agreement to Extend 180-Day Investigative Process	7530-02-000-7966	PS	SE	LR	MDC	N/A
PS 2565-D	3/01	3/01	EEO Settlement Agreement — Formal Complaint	7530-02-000-7967	PS	SH	LR	MDC	N/A

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 2565-E	6/98	6/98	Withdrawal of Formal EEO Complaint	7530-03-000-7010	PS	EA	LR	MDC, F3	
PS 2565-F	3/01	3/01	EEO Settlement Agreement (Including Claims Filed Under ADEA)	7530-03-000-7028	PS	EA	LR	MDC	N/A
PS 2566	10/94	10/94	EEO Complaint Data Entry	7530-01-000-9508	PS	EA	LR	MDC	
PS 2567-A	3/01	3/01	Agreement to Extend the 30-Day Counseling Process	7530-02-000-7969	PS	SE	LR	MDC	N/A
PS 2567-B	3/01	3/01	Agreement to Participate in REDRESS, an Alternate Dispute Resolution Process	7530-02-000-7970	PS	SE	LR	MDC	N/A
PS 2567-D	6/01	6/01	Agreement to Participate in REDRESS, an Alternate Dispute Resolution Process (Post Investigative)	7530-05-000-4371	PS	EA	LR	MDC	N/A
PS 2568-A	3/01	3/01	EEO Investigative Affidavit (Complainant)	7530-01-000-9699	PS	SE	LR	MDC	N/A
PS 2568-B	3/01	3/01	EEO Investigative Affidavit (Witness)	7530-01-000-9700	PS	SE	LR	MDC	N/A
PS 2569	3/01	3/01	EEO Investigative Affidavit (Continuation Sheet)	7530-01-000-9701	PS	SE	LR	MDC	N/A
PS 2569-C	3/01	3/01	EEO Investigative Affidavit (Continuation Sheet/ Compensatory Damages)	7530-03-000-9501	PS	EA	LR	MDC	N/A
PS 2570	3/01	3/01	EEO Dispute Resolution Specialist's (DRS) Inquiry Report	7530-01-000-9702	PS	SH	LR	MDC	N/A
PS 2571	3/01	3/01	Certification	7530-01-000-9703	PS	SE	LR	MDC	N/A
PS 2573	6/91	5/86	Request — OWCP Claim Status	7530-01-000-9706	PS	SH	ERM	MDC	

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PS 2574	11/87	2/80	Resignation from the Postal Service	7530-01-000-9707	PS	SH	ERM	MDC	
PS 2575	2/95	8/84	Penalty Action Notification (6-part set)	7530-03-000-3577	DN	SE	O	MDC	
PS 2576	8/01	8/01	Settlement and ADR Use	N/A	HQ	SH	GC	HQO	N/A
PS 2577	8/98	8/98	Assignment of Claim to the USPS	7530-01-000-9726	PS	EA	ERM	MDC	N/A
PS 2579-A	3/01	3/01	Notice of Right to File Individual Complaint	7530-01-000-9727	PS	SH	LR	MDC	N/A
PS 2579-B	3/01	3/01	Notice of Right to File Class Complaint	7530-01-000-9728	PS	SH	LR	MDC	N/A
PS 2579-C	3/01	3/01	Notice of Right to File Mixed Case Complaint	7530-02-000-7977	PS	SE	LR	MDC	N/A
PS 2584	3/01	3/01	Representation/ Anonymity	7530-03-000-3580	PS	EA	LR	MDC	N/A
PS 2591	3/99	3/99	Application for Employment	7530-01-000-9733	PU	SH	ERM	MDC	WWW
PS 2594	4/75	4/75	Grievance Case Fact Sheet	N/A	HQ	SH	LR	HQO	
PS 2608	8/86	1/80	Grievance Summary — Step 1	7530-01-000-9740	PS	SH	LR	MDC, FF	
PS 2609	1/92	6/88	Grievance Summary — Step 2	7530-01-000-9741	PS	SH	LR	MDC, FF	
PS 2610	1/80	1/80	Grievance Summary — Step 3	7530-01-000-9742	AR	SH	LR	MDC, FF	
PS 2613	6/82	6/82	Step 4 Request for Grievance Case File	7530-03-000-0765	HQ	SH	DIV	HQO	
PS 2629	8/88	8/88	Free Trial Test Agreement	7530-03-000-0766	PS	SH	IT	ISC, F3	
PS 2630	8/87	8/87	Software Requirement Document	7530-03-000-0767	SC	SH	IT	ISC	
PS 2631	8/87	8/87	Request for Free Trial Test	7530-03-000-0768	SC	SH	IT	ISC	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 2632	8/87	8/87	Request for Software Procurement	7530-03-000-0769	SC	SH	IT	ISC	
PS 2633	8/87	8/87	Software Evaluation	7530-03-000-0770	SC	SH	IT	ISC	
PS 2693	7/89	7/89	Personnel Questionnaire	7530-03-000-3574	IC	SH	IS	MDC	
PS 2695	3/89	12/87	Confidential Informant Contact Report (2-part set)	7530-01-000-9745	IC	SE	IS	MDC	
PS 2696	8/84	3/82	Informant Personal Data (3-part set)	7530-01-000-9746	IC	SE	IS	MDC	
PS 2697	3/88	4/71	Transmittal for Copy of Stolen Treasury Checks (3-part set)	7530-01-000-9747	IC	SE	IS	MDC	
PS 2702	2/94	8/74	Air Container Placard	7530-01-000-9749	PO	EA	O	MDC	
PS 2710	11/96	2/84	Statement of Net Weight of the Airmail (4-part set)	7530-01-000-9751	XO	EA	O	MDC	
PS 2729	10/75	10/75	Weekly Summary of Loose Sack Mail Dispatched (9-part set)	7530-03-000-0780	PO	SE	O	ISC	WADN A
PS 2731	5/75	5/75	Arbitration Index — Non-Removal (card)	7530-03-000-0781	HQ	EA	LR	HQO	
PS 2732	5/75	5/75	Arbitration Index — Removal (card)	7530-03-000-0782	HQ	EA	LR	HQO	
PS 2733	9/77	9/77	Arbitration Index — Contract (card)	7530-03-000-0783	HQ	EA	LR	HQO	
PS 2734	1/79	1/79	Mail Exception Report	7530-03-000-0784	AC	SH	O	HQO	
PS 2734-A	3/87	3/87	Air Transportation Pay and Routing Adjustment (3-part set)	7530-02-000-7183	AM	SE	PM	MDC	
PS 2734-B	4/97	4/97	Air Transportation Pay and Routing Adjustment — International and Military Mail	7530-02-000-7184	AM	EA	IB	MDC	N/A

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 2747	10/94	10/94	Intra-Alaska Payment Claim Worksheet (contained in HBK PO-508)	N/A	AC	SH	O	N/A	N/A
PS 2753-A	6/93	6/93	Mail Delivery Record (3-part set)	7530-01-000-9509	AM	SE	O	MDC	
PS 2754	9/92	9/92	Air Taxi Service Reliability Report	7530-02-000-9978	AM	EA	PM	MDC	
PS 2755	9/92	9/92	Air Taxi Mail Service Report (3-part set)	7530-01-000-9754	PC	SE	PM	MDC	
PS 2756	10/88	10/88	Dispatch Record/ Certification of Air Taxi Service Performed (4-part set)	7530-01-000-9755	PS	SE	PM	MDC	
PS 2759	6/99	6/99	Report of Irregular Handling of Mail	7530-01-000-9756	PS	SE	IB	MDC	
PS 2759-M	6/91	6/91	Report of Irregular Handling of Military Mail	7530-02-000-7185	PS	SH	O	MDC	
PS 2760	9/74	9/74	Airlines Reply to Refusal/Removal of Mail	7530-03-000-0786	AC	SH	O	AC	
PS 2766	8/91	8/91	Summary of Mail Handling Irregularities	7530-02-000-8183	AM	SH	O	MDC	
PS 2767	9/92	9/92	Air Taxi Mail Service Operational Evaluation	7530-01-000-9759	PC	SH	PM	MDC	
PS 2768	10/91	10/91	Aircraft Weight and Balance Data (2-part set)	7530-01-000-9760	AC	SE	PM	MDC	
PS 2769	9/92	9/92	Air Taxi Service Accident/Incident Report	7530-02-000-9979	PC	SH	PM	MDC	
PS 2770	1/79	1/79	Weekly Summary of Air Container Dispatches (9-part set)	7530-03-000-0787	AM	SE	O	SLASC	
PS 2800	4/98	4/98	Subpoena, Postal Service Board of Contract Appeals	7530-03-000-0789	HQ	SH	JD	R	
PS 2805	8/96	1/87	Military Deposit Worksheet	7530-01-000-9761	PS	EA	ERM	MDC, F3	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 2831	6/80	6/80	Request for Return Dispatch Particulars	7530-03-000-0800	XO	SH	IB	HQO	
PS 2832	6/81	6/81	Reasons for Returning C-9	7530-03-000-0801	XO	SH	IB	HQO	
PS 2833	2/92	2/92	Request for Further Information on International Mail	7530-03-000-0802	XO	SH	IB	ICO	
PS 2834	6/80	6/80	Dispatch Particulars for Transit Mail	7530-03-000-0803	XO	SH	IB	HQO	
PS 2834-A	6/80	6/80	International Transit Mail — No Dispatch	7530-03-000-0804	XO	SH	IB	HQO	
PS 2835-I	6/80	6/80	No Reply From Foreign Administration	7530-03-000-1196	XO	SH	IB	HQO	
PS 2836	1/81	1/81	Reverse Trace Information Request	7530-03-000-0806	XO	SH	IB	HQO	
PS 2847	9/98	9/98	Rural Carrier Payment Authorization	7530-01-000-9121	PS	SH	FIN	MDC	
PS 2848	3/98	3/98	Rural Carrier Route Mail Acceptance Data	7530-03-000-0807	PS	SH	FIN	MDC	N/A
PS 2855	9/97	9/97	Claim for Indemnity — International Registered, Insured, and Express Mail (3-part set)	7530-01-000-9771	PO	SE	IB	MDC	
PS 2860	4/83	4/83	Instructions Concerning International Claims	7530-03-000-0810	XO	SH	IB	HQO	
PS 2860-A	6/80	6/80	Second Request Concerning International Claims	7530-03-000-0811	XO	SH	IB	HQO	
PS 2860-NY	10/92	10/92	Instructions Concerning International Claims	7530-03-000-0812	HQ	SH	IB	ICO	
PS 2865	2/97	10/92	Return Receipt for International Mail	7530-01-000-9775	PO	SH	IB	MDC	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 2866	6/89	6/89	Presort Verification Record	7530-01-000-9776	CD	SH	MKT	MDC	
PS 2866-IP	4/85	6/84	In-Plant Verification for Second- and Fourth-Class Matter	7530-01-000-9778	PS	SH	MKT	MDC	
PS 2867	3/89	3/89	Bulk Mail Acceptance Report	7530-01-000-9779	PS	SH	MKT	MDC	
PS 2870	11/90	4/86	International Claim Jacket (envelope)	7530-03-000-0813	XO	EA	IB	HQO	
PS 2871	4/85	4/85	In-Plant Verification Log of Mailings	7530-01-000-9780	CD	SH	MKT	MDC	
PS 2872	10/97	10/97	In-Plant Verification Request for Periodicals and Standard Mail (B)	7530-01-000-9781	DC	SH	P&PD	MDC	
PS 2880	8/94	10/91	Physical Inventory Certification/ Adjustments	7530-01-000-9782	PS	SH	FIN	MDC, F3	
PS 2900	10/87	4/77	U.S. Military Mail by U.S. Commercial Air Carriers Dispatch Record	7530-01-000-9783	XO	SE	IB	MDC	
PS 2900-C	1/93	1/93	U.S. Military Mail by U.S. Commercial Air Carriers Dispatch Record	7530-03-000-9130	AM	CTN	IB	MDC	
PS 2906	4/99	4/99	Steamship Notice — Departure Information	7530-01-000-9784	PH	SH	IB	MDC	N/A
PS 2907	5/91	5/91	International Exchange Office Mail Receipt	7530-01-000-9785	XO	SH	IB	MDC	
PS 2911	12/81	12/81	Return to Sender (card)	7530-01-000-9787	XO	EA	MKT	MDC	
PS 2923	1/86	1/86	Request for Return or Change of Address	7530-03-000-0814	XO	SH	IB	HQO	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 2925	10/91	10/91	USA/Canada Surface Mail Exchange	N/A	PO	SH	IB	HQO	
PS 2926	1/86	1/86	Sender's Request for Recall or Change of Address for International Mail	7530-03-000-3586	PO	SH	IB	MDC	
PS 2927	1/80	1/80	Dispatch Record — Foreign Transit Closed Mails	7530-03-000-3587	XO	SH	IB	MDC	
PS 2932	2/97	2/97	Customs Collections Summary (card)	7530-03-000-3588	CA	EA	FIN	MDC	
PS 2933	2/97	2/97	Register of Uncollected Customs Charges (pad/100)	7530-01-000-9792	PO	PD	FIN	MDC	
PS 2937	6/93	6/79	Importer's Objections (pad/25 2-part set)	7530-01-000-9793	PO	PD	MKT	MDC	
PS 2941	3/98	3/98	Delivery Bill — Bordereau C 18bis (computerized)	7530-01-000-9794	AE	EA	IB	MDC	
PS 2942	7/98	7/98	Delivery List (AV-7)	7530-01-000-9810	XO	CRT	IB	MDC	N/A
PS 2942-A	11/92	11/92	Military Mail — AV-7 Delivery List	7530-01-000-9811	XO	CRT	IB	MDC	
PS 2943	1/96	1/96	Special List — Registered Items	7530-01-000-9812	XO	SE	IB	MDC	
PS 2943-A	4/91	5/82	Special List — Registered Items	7530-02-000-8207	XO	EA	IB	MDC	
PS 2944	6/71	6/71	Receipt for Customs Duty Mail	7530-01-000-9814	PO	PD	IB	MDC	
PS 2947-A	4/86	4/86	Notice — Short Paid International Mail	7530-01-000-9816	XO	SE	IB	MDC	
PS 2948	6/80	6/80	Notice — International Mail Irregularity	7530-03-000-3556	XO	SE	IB	MDC	
PS 2950	4/82	4/82	Load Record — Outbound	7530-01-000-9820	XO	SH	O	MDC	
PS 2960	1/75	1/75	Inventory Record (card)	7530-01-000-9821	PO	EA	FIN	MDC	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 2963	3/75	3/75	Statement of Mail Movement	7530-01-000-9823	XO	SE	IB	MDC	
PS 2964	5/81	5/81	Quarterly Account — International Parcels Exchanged	7530-03-000-3550	XO	SE	IB	MDC	
PS 2968	2/97	6/91	Parcel Bill	7530-03-000-3562	XO	CTN	IB	MDC	
PS 2968-K	6/80	6/80	Air Parcel Post	N/A	AM	SE	IB	HQO	
PS 2970	2/97	1/91	Letter Bill — Exchange of Mail	7530-01-000-9831	XO	EA	IB	MDC	N/A
PS 2971	11/96	1/91	Verification Note	7530-01-000-9832	PO	EA	IB	MDC, FF	
PS 2976	6/97	12/96	Customs — CN 22 (Old C1) Sender's Declaration	7530-01-000-9833	PU	EA	IB	MDC	PO
PS 2976-A	10/01	11/96	Customs Declarations and Dispatch Note CP 72	7530-01-000-9834	PU	SE	IB	MDC	P/F
PS 2976-E	11/96	11/96	Customs Declaration and Dispatch Note Envelope	7530-03-000-5174	PU	EA	IB	MDC	P/F
PS 2988	1/91	1/91	Delivery Bill — Waybill (CN 37)	7530-01-000-9835	XO	SE	IB	MDC	
PS 2988-M	1/91	1/91	Delivery Bill — Waybill (CN 37) (Manual)	7530-02-000-7186	XO	EA	IB	MDC	
PS 2989	1/91	1/91	Special Parcel Bill CP 12 (Computerized)	7530-01-000-9836	AE	SH	IB	MDC	
PS 2990	1/91	1/91	International Parcel Post Verification Note CP 78 (Computerized)	7530-01-000-9837	AE	SH	IB	MDC	
PS 2993	4/88	1/87	Returned or Redirected Parcels	7530-01-000-9838	XO	EA	IB	MDC	
PS 3000-G	9/97	9/97	Postage Statement Register for Penalty Mail	7530-01-000-9840	PS	SH	FIN	MDC	N/A
PS 3033	12/70	12/70	Receipt for Blank Checks or Savings Bonds	7530-01-000-9845	SC	SH	FIN	MDC	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3036	7/87	4/84	Record of Stamp Stock Requisitions	7530-01-000-9846	PO	SH	FIN	MDC	
PS 3037	9/95	9/95	Telecommunication Service Request	7530-01-000-9847	PS	SH	IS	MDC, F3	
PS 3074	4/99	4/99	Request for Waiver of Claim for Erroneous Payment of Pay	7530-03-000-3700	PS	SH	FIN	MDC	N/A
PS 3077	5/98	5/98	Request to Forward Salary Check	7530-01-000-9849	PS	SH	FIN	MDC	
PS 3083	12/96	8/71	Trust Accounts Receipts and Withdrawals (pad/100)	7530-01-000-9850	PS	PD	FIN	MDC	
PS 3097	5/72	5/72	Notice of Returned Treasury Check (2-part set)	7530-03-000-0821	SC	SE	FIN	HQO	
PS 3101	8/89	12/86	Registered Receipt for Outgoing Mail	7530-03-000-0822	HQ	SH	FAC	HQS	
PS 3111	9/90	9/90	Specific Notice to Employees Entering (or Already in) Nonpay Status	7530-01-000-9851	PS	SH	ERM	MDC	
PS 3131	6/92	6/92	Standard Reconciliation of Accounts	N/A	PO	SH	FIN	ISC	
PS 3152	1/01	1/01	Confirmation Services Certification	N/A	NCS	SH	P	NCS	NCS
PS 3152-A	9/01	9/01	Confirm Advanced Shipping Notice (ASN) Shipment ID	7530-05-000-4580	PU	SH	P&C	IWEB	WWW
PS 3152-E	5/00	5/00	Express Mail Manifestation Certification	N/A	NCS	SH	P&PD	NCS	N/A
PS 3176	3/99	3/99	Bank Transaction Record	7530-01-000-9870	PS	SH	FIN	MDC	N/A
PS 3180	11/78	11/78	Pay Location Information Transmittal	7530-02-000-7189	PS	SH	FIN	MDC	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3189	2/86	2/86	Request for Temporary Schedule Change for Personal Convenience (pad/100)	7530-01-000-9878	PS	PD	FIN	MDC	
PS 3203	4/99	4/99	Personalized Stamped Envelope Order	7530-01-000-9880	PU	EA	MKT	MDC	P/F
PS 3203-X	6/02	6/02	Personalized Envelope Order Form	N/A	PU	SH	GR&PP	IWEB	WWW
PS 3204	9/92	9/92	Plain Stamped Envelope Invoice	N/A	PU	EA	MKT	MDC	
PS 3205	1/72	1/72	Requisition for Plain Stamped Envelopes (card)	7530-03-000-0848	PO	EA	MKT	SEA	P/F
PS 3205-R	1/72	1/72	Replacement Card for Mutilated Plain Stamped Envelope Requisition (card)	7530-03-000-0849	HQ	EA	MKT	SEA	
PS 3206	1/72	1/72	Order for Forms 3205 (card)	7530-03-000-0850	PO	EA	MKT	SEA	
PS 3210	12/79	12/79	Interim Receipt for Stamp Stock Submitted for Redemption (book/200)	7530-01-000-9882	CA	BK	FIN	MDC	
PS 3216	1/72	1/72	Requisition for Postal Cards — Bulk Quantities (card)	7530-02-000-9821	PO	EA	MKT	GPO	GPO
PS 3220	10/96	10/96	Claim for Stamped Envelope Discount	7530-01-000-9883	PS	EA	FIN	MDC	
PS 3223	5/74	5/74	Field Sales Force Personnel Register Update Transactions	7530-03-000-0859	AR	SH	MKT	HQO	
PS 3227	2/02	2/02	Stamps by Mail	7530-03-000-9137	PU	EA	D&R	HQO	N/A
PS 3227-G	4/95	4/95	Stamps by Mail (Computerized Sites)	7530-03-000-0860	PU	EA	MKT	HQO	
PS 3227-O	1/02	1/01	Stamps by Mail Supply Order	N/A	PO	SH	RET	IWEB	N/A

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3227-R	6/02	6/02	Stamp Purchase Order	7530-01-000-9885	PU	EA	D&R	MDC	P/F
PS 3227-S	8/90	8/90	Stamps by Mail — Spanish	7530-03-000-0862	PU	EA	MKT	HQO	
PS 3229	3/92	3/92	Stamped Paper Transfer Order	7530-03-000-0863	HQ	EA	MKT	HQO	
PS 3234	2/81	2/81	Notice to Sender of Postage Due (for First Day Covers) (postal card)	7530-03-000-0865	HQ	EA	MKT	HQO	
PS 3236	4/93	9/87	Uniform Allowance, Cap Disbursements (3-part set)	7530-01-000-9887	PO	SE	FIN	MDC	
PS 3237	2/94	2/94	Stamp Stock Destruction Committee Notice of Appointment	7530-01-000-9888	PS	SH	FIN	MDC	
PS 3239	6/95	6/95	Payroll Deduction Authorization to Liquidate Postal Service Indebtedness (3-part set)	7530-01-000-9890	PS	SE	FIN	MDC, FF	
PS 3240	3/94	9/90	Uniform Allowance Inquiry (3-part set)	7530-01-000-9892	PS	SE	FIN, F3	MDC	
PS 3241	2/99	2/99	Statement of Receipts and Disbursements (Employee Social and Recreational Funds)	7530-01-000-9893	PS	SH	ERM	MDC	N/A
PS 3250	11/78	11/78	Inventory of Accountable Paper	7530-03-000-0871	HQ	SH	MKT	HQO	
PS 3293	6/95	6/95	Retail Vending Credit Examination	7530-02-000-7447	PS	EA	MKT	MDC	
PS 3294	1/99	1/99	Cash and Stock Count and Summary	7530-01-000-9913	PS	EA	FIN	MDC	N/A
PS 3294-C	1/01	1/01	Cash Credit Count and Summary	N/A	PS	EA	FIN	IWEB	N/A
PS 3294-P	2/01	2/01	Cash and Stamp Stock Count and Query	N/A	PS	SE	FIN	IWEB	N/A

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3295	3/99	3/99	Daily Record of Stamps, Stamped Paper and Nonpostal Stamps on Hand	7530-01-000-9914	PS	SH	FIN	MDC	N/A
PS 3309	2/94	12/92	Advice of Shipment/Stamp Invoice	N/A	PO	EA	MKT	ISC	
PS 3315	10/97	10/97	Cancellation Services Workorder (4-part set)	7530-03-000-0883	HQ	SE	MKT	HQO	
PS 3317-A	2/81	2/81	Retail and Philatelic Products — Clerk's Daily Sales Record	7530-01-000-9916	PO	SH	MKT	MDC	
PS 3331	9/82	9/82	Dispatch Order (postal card)	7530-03-000-0894	HQ	EA	MKT	HQO	
PS 3356	3/79	3/79	Stamp Requisition — Bulk Quantities (card)	7530-03-000-0904	PO	EA	MKT	HQO	
PS 3357	1/72	1/72	Order Form for Forms 3356 Stamps Requisition (card)	7530-03-000-0905	PO	EA	MKT	HQO	
PS 3358	7/88	7/88	Philatelic Stock Instructions to Accompany Stamp Requisition Form 3356	7530-03-000-0906	HQ	SH	MKT	HQO	
PS 3368	9/88	8/78	Stamp Credit Examination Record (card)	7530-01-000-9917	PO	EA	FIN	MDC	
PS 3368-P	1/01	1/01	Accountability Examination Record	N/A	PS	SH	FIN	IWEB	N/A
PS 3369	5/87	5/87	Consigned Credit Receipt (pad/50)	7530-01-000-9918	PO	PD	FIN	MDC	
PS 3369-P	1/01	1/01	Consigned Credit Receipt	N/A	PS	SH	FIN	IWEB	N/A
PS 3499	6/88	1/80	Operations Analysis Report	7530-01-000-9920	PO	SH	O	MDC	
PS 3500	11/01	11/01	Application for Periodicals Mailing Privileges	7510-05-000-4625	PU	EA	MKT	MDC	WWW

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3503	9/94	9/94	Record of Deposits Made While Second-Class Application Is Pending	7530-01-000-9924	PU	SH	MKT	MDC	
PS 3507	1/95	1/95	Authorization for Second-Class Mail Privileges	7530-03-000-0907	HQ	EA	MKT	HQO	PBC
PS 3510	11/01	10/92	Application for Additional Entry, Reentry, or Special Rate Request for Periodicals Publication	7530-01-000-9928	PU	SH	MKT	MDC	WWW
PS 3521	12/87	1/72	House Numbers and Mail Receptacles Report (pad/100)	7530-01-000-9930	CR	PD	O	MDC	
PS 3526	10/99	10/99	Statement of Ownership, Management, and Circulation	7530-01-000-9931	PU	SH	P&PD	IWEB	WWW
PS 3533	7/02	7/02	Application and Voucher for Refund of Postage and Fees	7530-01-000-9932	PS	SH	FIN	MDC/ IWEB	WWW
PS 3538	7/98	7/98	Irregular Handling of Undeliverable Periodicals Publication	7530-01-000-9933	PO	SH	P&PD	MDC	N/A
PS-3540-S	7/01	1/01	Postage Statement — Supplement	7530-04-000-5557	PU	SH	P&PD	MDC, IWEB	WWW
PS 3541	1/02	4/88	Postage Statement — Periodicals One Issue of One Edition	7530-05-000-4277	PS	EA	IB	IWEB, MDC	WWW
PS 3541-C	7/95	7/95	Periodicals Certification for Multiple Issues (On the Same Day)	7530-02-000-9578	PU	SH	MKT	LOC	WWW
PS 3541-E	7/95	7/95	Periodicals Certification for Multiple Issues (Not on the Same Day)	7530-02-000-9579	PU	SH	MKT	PBC	WWW

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3541-M	1/02	1/02	Postage Statement — Periodicals All Issues in a Calendar Month	7530-05-000-4278	PU	SH	IB	IWEB, MDC	WWW
PS 3541-S	5/99	5/99	Supplemental Sheet for International Mail Volume for Selected Countries (used with 3541R and 3541N)	7530-03-000-6515	PU	SH	IB	MDC, IWEB	PBC, WWW
PS 3541-X	7/01	1/01	Postage Statement — Periodicals with Ride-Along Enclosed One Issue or One Edition	7530-05-000-4279	PU	SH	P&PD	MDC, IWEB	WWW
PS 3542	7/01	7/01	Application to Mail Under the Periodicals Centralized Postage Payment (CPP) System	7530-03-000-0908	PO	EA	P&PD	IWEB	AR
PS 3543	11/96	11/96	Record of Periodicals Postage	7530-03-000-3793	PO	EA	MKT	MDC	
PS 3543-SP	4/84	10/70	(Special) Record of Second-Class Postage	7530-01-000-9131	PO	SH	MKT	MDC	
PS 3544	5/95	11/87	Post Office Receipt for Money (pad/100 3-part sets)	7530-03-000-3768	PO	PD	FIN	MDC	
PS 3546	3/96	10/94	Forwarding Order Change Notice	7530-01-000-9953	PO	EA	O	MDC	
PS 3547	6/95	6/95	Notice to Mailer of Correction in Address (postal card)	7530-01-000-9954	PO	EA	O	MDC	
PS 3548	4/00	4/00	Review and Verification of Circulation	7530-01-000-9955	PU	EA	MKT	MDC	LOC
PS 3548-A	7/00	7/00	Worksheet A — Postage Payment Review Through Documentation	N/A	PO	SH	MKT	LOC	N/A

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3548-B	7/00	7/00	Worksheet B — Postage Payment Review Through Documentation	N/A	PO	SH	MKT	LOC	N/A
PS 3548-D	9/95	9/95	Postage Review Adjustment Through Documentation	N/A	PO	SH	MKT	LOC	
PS 3548-R	4/00	4/00	Verification of Names on Requesters List	N/A	PO	EA	MKT	LOC	LOC
PS 3548-RL	9/95	9/95	Postage Review Log	N/A	PO	SH	MKT	LOC	
PS 3548-S	9/95	9/95	Verification of Names on Subscribers List	N/A	PO	SH	MKT	LOC	
PS 3548-W	7/00	7/00	Postage Payment Review by Weight	N/A	PO	SH	MKT	LOC	N/A
PS 3549	6/97	10/70	Collect Postage Due	7530-01-000-9956	PO	SH	FIN	MDC	N/A
PS 3551	3/96	3/96	Statement of Verified Weight and Reported Advertising Portion of Publication	7530-03-000-3773	PU	EA	MKT	MDC	
PS 3553	1/99	1/99	Coding Accuracy Support System (CASS) Summary Report	7530-02-000-7194	PU	SH	P&PD	MDC, F3	PBC, WWW
PS 3555	8/91	7/89	Report of Returned Mail	7530-01-000-9959	PO	SH	O	MDC	
PS 3569	11/70	11/70	Postage Due Notice — Military Mail (card)	7530-01-000-9960	PO	EA	MKT	MDC	
PS 3574	6/91	9/85	Change of Address Order Completion Request	7530-01-000-9961	PO	SH	O	MDC	
PS 3575	3/94	3/94	Change of Address Order	7530-01-000-9962	PO	EA	O	LOC	WWW
PS 3575-S	10/94	10/94	Change of Address Order (Spanish) (contained in PUB 75-S)	N/A	PU	EA	O	N/A	P/F

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PS 3575-Z	6/95	6/95	Employee-Generated Change of Address	7530-03-000-4594	PU	EA	O	MDC	
PS 3576	10/94	10/91	Change of Address Request for: Correspondents, Publishers, and Businesses	7530-01-000-9963	PU	EA	O	MDC	
PS 3576-S	10/94	10/94	Change of Address Order (Spanish)	7530-03-000-8960	PU	EA	O	MDC	
PS 3577	7/87	4/71	Correction of Error in Address Because of Postal Service Adjustments	7530-01-000-9964	PO	SH	O	MDC	
PS 3579	6/00	3/87	Notice of Undeliverable Periodical	7530-01-000-9965	CR	SH	RET	MDC	N/A
PS 3580	1/98	1/98	Notice to Replenish Advance Deposit Account	7530-01-000-9966	PS	EA	P&PD	MDC	
PS 3582-A	12/86	8/76	Postage Due Bill	7530-03-000-3832	PO	SH	FIN	MDC, F3	
PS 3582-C	11/87	4/85	Postage Due Invoice (book/50 3-part sets)	7530-02-000-7195	CA	BK	FIN	MDC	
PS 3582-P	8/01	8/01	BRM/Postage Due Invoice	7530-05-000-4539	PS	EA	FIN	MDC	N/A
PS 3584	12/80	12/80	Postage Due Log	7530-01-000-9970	PO	SH	FIN	MDC	
PS 3600-EZ	7/01	1/01	Postage Statement — First Class Mail — Easy Nonautomation Letters, Cards, or Flats — Permit Imprint	7530-05-000-4270	PU	SH	P&PD	MDC, IWEB	WWW
PS 3600-IFC	3/00	3/00	Postage Statement — International Inbound First-Class Mail Permit Imprint	N/A	PU	SH	IB	IWEB	WWW

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3600-IPM	1/01	1/01	Postage Statement — International Inbound Priority Mail	N/A	PU	SH	IB	IWEB	WWW
PS 3600-IR	1/01	1/01	Postage Statement — International Inbound First-Class Mail	N/A	PC	SH	IB	IWEB	WWW
PS 3600-P	7/01	1/01	Postage Statement — First-Class Mail — Postage Affixed	7530-03-000-7026	PU	SH	P&PD	MDC, IWEB	WWW
PS 3600-PM	1/01	1/01	Postage Statement — Priority Mail — Permit Imprint	7530-04-000-5588	PU	SH	P&PD	MDC, IWEB	WWW
PS 3600-R	7/01	1/01	Postage Statement — First-Class Mail — Permit Imprint	7530-02-000-8049	PU	SH	P&PD	MDC, IWEB	WWW
PS 3601-A	5/96	5/96	Application or Update for a License to Lease and Use Postage Meters	7530-01-000-9972	PU	SH	RET	MDC	PBC
PS 3601-C	5/96	5/96	Postage Meter Activity Report	7530-03-000-7523	PU	SH	P&PD	MDC	PBC
PS 3602-EZ	7/01	1/01	Postage Statement — Standard Mail — Easy Nonautomation Letters or Flats — Permit Imprint	7530-05-000-4273	PU	SH	P&PD	MDC, IWEB	WWW
PS 3602-G	11/01	11/01	Postage Statement — Penalty Permit Imprint	7530-02-000-7196	PS	SH	FIN	MDC	N/A
PS 3602-IR	6/02	6/02	Postage Statement — International Inbound Regular Standard Mail Permit Imprint	7510-05-000-4792	PU	SH	IB	IWEB	WWW
PS 3602-IRS	1/01	1/01	International Inbound Standard Mail With Residual Shape Surcharge — Permit Imprint	N/A	PU	SH	IB	IWEB	WWW

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3602-N	7/01	1/01	Postage Statement — Nonprofit Standard Mail Letters and Flats — Permit Imprint	7530-02-000-8047	PU	SH	P&PD	MDC, IWEB	WWW
PS 3602-NPS	7/01	1/01	Postage Statement — Nonprofit Standard Mail With Residual Shape Surcharge — Postage Affixed	7530-05-000-4275	PU	SH	P&PD	MDC, IWEB	WWW
PS 3602-NS	7/01	1/01	Postage Statement — Nonprofit Standard Mail With Residual Shape Surcharge — Permit Imprint	7530-05-000-4274	PU	SH	P&PD	MDC, IWEB	WWW
PS 3602-NV	7/01	1/01	Consolidated Postage Statement — Nonprofit Standard Mail Letters and Flats — Permit Imprint	7530-03-000-8322	PU	SH	P&PD	MDC, IWEB	WWW
PS 3602-NZ	7/01	1/01	Postage Statement — Nonprofit Standard Mail — Easy Nonautomation Letters or Flats — Permit Imprint	7530-05-000-4276	PU	SH	P&PD	MDC, IWEB	WWW
NS-3602-P	7/01	1/01	Postage Statement — Standard Mail Letters and Flats	7510-05-000-4296	PU	SH	P&PD	MDC, IWEB	WWW
PS 3602-PN	7/01	1/01	Postage Statement — Nonprofit Standard Mail Letters and Flats — Postage Affixed	7530-03-000-7206	PU	SH	P&PD	MDC, IWEB	WWW
PS 3602-PNV	7/01	1/01	Consolidated Postage Statement — Nonprofit Standard Mail Letters and Flats — Postage Affixed	7530-03-000-8345	PU	EA	P&PD	IWEB	WWW

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3602-PO	1/83	1/83	Postage Collected Through Post Office Meter (book/100 3-part sets)	7530-01-000-9976	PO	BK	MKT	MDC	
PS 3602-PRV	7/01	1/01	Consolidated Postage Statement — Standard Mail Letters and Flats — Postage Affixed	7530-03-000-7342	PU	EA	P&PD	IWEB	WWW
PS 3602-PS	7/01	1/01	Postage Statement — Standard Mail With Residual Shape Surcharge	7530-05-000-4272	PU	EA	P&PD	MDC, IWEB	WWW
PS 3602-R	7/01	1/01	Postage Statement — Standard Mail Letters and Flats — Permit Imprint	7530-02-000-8053	PU	EA	P&PD	IWEB	WWW
PS 3602-RS	7/01	1/01	Postage Statement — Standard Mail With Residual Shape Surcharge	7530-05-000-4271	PU	EA	P&PD	MDC, IWEB	WWW
PS 3602-RV	7/01	1/01	Consolidated Postage Statement — Standard Mail Letters and Flats — Permit Imprint	7530-03-000-7343	PU	EA	P&PD	IWEB	WWW
PS 3603	1/90	11/87	Receipt for Postage Meter Settings (book/100 3-part sets)	7530-02-000-9495	PO	BK	MKT	MDC	
PS 3604	6/95	6/95	Nonuse Revocation of Mailing Permit or Meter License	7530-01-000-9978	PO	SH	MKT	MDC	
PS 3605-BP	1/01	1/01	Postage Statement — Bound Printed Matter — Postage Affixed	7530-04-000-5559	PU	EA	P&PD	IWEB	WWW
PS 3605-BR	7/01	7/01	Postage Statement — Bound Printed Matter — Permit Imprint	7530-04-000-3360	PU	EA	P&PD	IWEB	WWW

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3605-DBP	1/01	1/01	Postage Statement — Destination Entry Bound Printed Matter Postage Affixed	7530-05-000-4286	PC	EA	P&PD	MDC, IWEB	WWW
PS 3605-DBR	7/01	1/01	Postage Statement — Destination Entry Bound Printed Matter Permit Imprint	7530-05-000-4285	PU	EA	P&PD	MDC, IWEB	WWW
PS 3605-IP	3/00	3/00	Postage Statement — International Inbound Parcel Post Permit Imprint	N/A	PU	SH	IB	IWEB	WWW
PS 3605-IPR	1/01	1/01	Postage Statement — International Inbound Parcel Post Permit Imprint	N/A	PU	SH	IB	IWEB	WWW
PS 3605-ISR	1/01	1/01	Postage Statement — International Parcel Select Permit Imprint	N/A	PU	SH	IB	IWEB	WWW
PS 3605-PP	1/01	1/01	Postage Statement — Parcel Post — Postage Affixed	7530-04-000-5561	PU	EA	P&PD	IWEB	WWW
PS 3605-PR	1/01	1/01	Postage Statement — Parcel Post — Permit Imprint	7530-04-000-5562	PU	EA	P&PD	IWEB	WWW
PS 3605-R	98	98	Postage Statement Zoned Rate Standard Mail Permit Imprint	7530-02-000-7408	PU	EA	P&PD	MDC, IWEB	PBC, WWW
PS 3605-SP	1/01	1/01	Postage Statement — Parcel Select Postage Affixed	7530-05-000-4284	PU	SH	P&PD	MDC, IWEB	WWW
PS 3605-SR	1/01	1/01	Postage Statement — Parcel Select Permit Imprint	7530-05-000-4283	PU	SH	P&PD	MDC, IWEB	WWW

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PS 3605-IPR	1/01	N/A	Postal Statement — International Inbound Parcel Post Permit Imprint	N/A	N/A	SH	IB	IWEB	WWW
PS 3606	5/92	9/81	Certificate of Bulk Mailing	7530-01-000-9980	PU	SH	MKT	MDC, IWEB	WWW
PS 3607	6/91	6/91	Weighing and Dispatch Certificate	7530-02-000-9000	PO	SH	MKT	MDC	
PS 3607-G	6/92	6/92	Weighing and Dispatch Certificate	7530-02-000-9026	PO	SH	FIN	MDC	
PS 3608-P	1/01	1/01	Media Mail or Library Mail — Postage Affixed	7530-03-000-7024	PU	EA	P&PD	IWEB	WWW
PS 3608-R	1/01	1/01	Postage Statement — Media Mail or Library Mail — Permit Imprint	7530-02-000-8050	PU	SH	P&PD	IWEB	WWW
PS 3609-PO	5/89	4/71	Control for Post Office Meter (card)	7530-02-000-9003	PO	EA	MKT	MDC	
PS 3609-SP	7/80	7/80	Record of Permit Imprint Mailings (card)	7530-02-000-9004	PO	EA	MKT	MDC	
PS 3610	12/91	12/91	Record of Postage Meter Settings	7530-02-000-9005	PO	SH	MKT	MDC	
PS 3611	1/87	1/87	Postage Due Statement for Automated BRM (3-part set)	7530-03-000-0910	BC	SE	MKT	HQO	PBC
PS 3613	3/00	3/00	Refunds From Advance Deposit Accounts	7530-02-000-9007	PO	SH	FIN	MDC, IWEB	P/F
PS 3615	3/02	2/02	Mailing Permit Applications and Customer Profile	7530-03-000-6048	PO	EA	P&PD	IWEB	PO
PS 3616	2/89	8/83	Report of Quarterly Verification of Metered Mail	7530-02-000-9009	PO	SH	RET	MDC	
PS 3617	5/78	5/78	Order for Special Canceling Machine Die Hubs	7530-03-000-0912	HQ	SH	MKT	HQO	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3618	8/94	12/89	Local Setting of Postage Meter Licensed at Another Office	7530-03-000-3696	PO	EA	MKT	MDC	
PS 3619	9/97	9/97	Permit Number Record	7530-02-000-9011	PO	EA	P&PD	MDC	
PS 3621-A	1/99	1/99	Renewal Notice for Annual Fees	7530-02-000-8210	PU	EA	P&PD	MDC	WWW
PS 3623	10/96	9/92	Application for Nonprofit Standard Mail Rates at Additional Mailing Office	7530-02-000-9027	PU	EA	MKT	MDC, IWEB	PBC, WWW
PS 3624	10/96	10/96	Application to Mail at Nonprofit Standard Mail Rates	7530-02-000-9014	PU	SH	MKT	MDC, PE, WWW	WWW
PS 3629	3/89	3/89	Centralized Postage Payment System — Running Summary	7530-02-000-7449	CD	SH	MKT	MDC	
PS 3630-G	9/88	9/88	Penalty Business Reply Mail Accounting Period Report	7530-02-000-7197	PS	SH	FIN	MDC	
PS 3631-G	9/97	9/97	Adding or Deleting a Setting Location for Penalty Mail Postage Meters (2-part set)	7530-02-000-9016	PS	SE	FIN	MDC	N/A
PS 3632-G	3/92	3/92	Miscellaneous Transactions for Penalty Mail Postage Meters (2-part set)	7530-02-000-9017	PS	SE	FIN	MDC	
PS 3633-G	3/01	3/01	Daily Activity Recap for Official Mail	7530-02-000-9018	PS	SE	FIN	MDC	N/A
PS 3634-G	10/87	1/86	Transferring Postage to or Canceling Penalty Mail Postage Meters (2-part set)	7530-02-000-9019	PS	SE	FIN	MDC	
PS 3635-G	9/97	9/97	Adjusting Postage and Fees for Official Mail (3-part set)	7530-03-000-3706	PS	SE	FIN	MDC	PO

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3637-G	3/01	3/01	Batch Header for Official Mail	7530-02-000-9022	PS	SE	FIN	MDC	N/A
PS 3638-G	9/97	9/97	Penalty Mail Postage Due Accounting Period Report	7530-04-000-1899	PS	EA	FIN	MDC	
PS 3639	9/90	9/90	Mailer's Running Summary Optional Procedure	7530-02-000-9509	PO	EA	MKT	MDC	
PS 3639-G	3/01	3/01	Penalty Merchandise Return Service Accounting Period Report	7530-04-000-1900	PS	EA	FIN	MDC	N/A
PS 3648	7/92	7/92	Bar Code and Facing Identification Mark Order (2-part set)	7530-03-000-3699	CD	SE	MKT	MDC	
PS 3649-A	7/86	7/86	Bar Code and FIM Order Form for Unique Firm Business Reply Mail	7530-03-000-0914	PS	SH	MKT	HQO	
PS 3650	1/02	1/01	Postage Statement — International Surface Air Lift	7530-02-000-9024	PU	SH	IB	IWEB	WWW
PS 3651-LP	6/02	6/02	Postage Statement — International Letter-Post Permit Imprint	7530-05-000-4293	PU	SH	IB	MDC/ IWEB	WWW
PS 3651-M	1/01	1/01	Postage Statement — International M-Bag — Permit Imprint	7530-05-000-4294	PU	SH	IB	IWEB	WWW
PS 3651-PP	1/01	1/01	Postage Statement — International Parcel Post — Permit Imprint	7530-05-000-4295	PU	SH	IB	IWEB	WWW
PS 3652	1/02	1/02	Postage Statement — International Priority Airmail	7530-02-000-9028	PU	SH	IB	MDC	WWW
PS 3653	1/01	1/01	Postage Statement — Global Priority Mail — Permit Imprint	7610-03-000-6970	PU	EA	IB	IWEB	WWW

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3653-B	11/96	11/96	Statement of Mailing — Global Priority Mail (Billing)	7530-03-000-8760	PS	EA	IB	HQO	
PS 3655	7/97	7/97	ISAL Direct Shipment Option	N/A	AE	EA	IB	F3	N/A
PS 3656	6/00	6/00	Postage Statement — Global Direct Canada Admail — Permit Imprint	N/A	PU	EA	IB	IWEB	WWW
PS 3657	7/00	6/00	Postage Statement for Global Direct — Canada Publications Mail	N/A	PO	SH	IB	IWEB	WWW
PS 3658	7/02	7/02	Global Direct Mailbox Service Application	N/A	PU	SH	IB	IWEB	WWW
PS 3659	6/02	6/02	Postage Statement for Global Direct — Mexico (Permit Imprint)	N/A	PU	SH	IB	MDC	WWW
PS 3660-R	1/01	1/01	Combined Postage Statement for Single-Piece Manifest Mailings — Permit Imprint	7530-04-000-3017	PU	EA	P&PD	IWEB	WWW
PS 3666	1/00	1/00	Certification for Postal Service Employment of Individuals With Severe Disabilities	7530-02-000-9025	PS	SH	ERM	MDC, IWEB	N/A
PS 3681	7/02	7/02	Global Direct Service Agreement	7530-04-000-8891	PS	SH	IB	IWEB	WWW
PS 3682	7/02	7/02	Global Direct Notification of Mailing	7530-04-000-8892	PS	SH	IB	IWEB	WWW
PS 3701	1/88	2/86	Delivery Survey (card)	7530-02-000-9040	CR	EA	O	MDC	
PS 3702	12/87	9/84	Test Mailing Record (Collection and Special Test Mailings)	7530-02-000-9041	PO	SH	O	MDC, F3	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3721	2/91	6/88	Publication Watch (2-part set)	7530-02-000-9042	PO	SE	O	MDC	
PS 3731	1/88	1/88	BMC Report of Returned Books and Recordings	7530-03-000-0917	BC	SH	MKT	HQO	
PS 3743	2/87	4/77	Delayed Mail Report — All Post Offices (2-part set)	7530-02-000-9043	PO	SE	O	MDC	
PS 3749	6/94	3/88	Irregularities in the Preparation of Mail (4-part set)	7530-02-000-9044	PS	SE	MKT	MDC, F3	
PS 3750	2/96	6/80	Notice of Short-Paid Mail	7530-02-000-9045	PC	EA	MKT	MDC	
PS 3760	7/89	3/89	Parcel Search Request	7530-02-000-9046	PS	SH	MKT	MDC	
PS 3800	1/01	1/01	Certified Mail Receipt	7530-02-000-9047	PU	SH	MKT	MDC	P/F
PS 3801	4/83	4/83	Standing Delivery Order (card)	7530-02-000-9048	PO	EA	O	MDC	
PS 3801-A	7/98	7/98	Agreement by a Hotel, Apartment House, or the Like	7530-02-000-9049	PU	SH	O	MDC	PBC
PS 3804	5/2001	7/99	Return Receipt for Merchandise	7530-02-000-9031	PU	EA	MKT	TMD	P/F
PS 3806	6/00	2/95	Receipt for Registered Mail	7530-02-000-9051	PU	SE	MKT	MDC	P/F
PS 3810	9/93	4/71	Reminder Record (card)	7530-02-000-9052	CA	EA	MKT	MDC	
PS 3811	3/01	7/99	Domestic Return Receipt	7530-02-000-9053	PU	EA	MKT	MDC	P/F
PS 3811-A	1/01	1/01	Request for Delivery Information/ Return Receipt After Mailing	7530-02-000-9054	PU	SH	P&PD	IWEB	WWW
PS 3813	1/91	1/91	Receipt for Domestic Insured Parcel (sheet/2; pad/200 sheets)	7530-02-000-9056	PO	PD	MKT	MDC	P/F
PS 3813-P	11/01	7/99	Insured Mail Receipt	7530-02-000-9057	PU	SH	MKT	MDC	PO

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3815	3/92	3/92	Plant-Load Authorization Application, Worksheet, and Agreement (10 pages)	7530-02-000-9060	DN	SH	O	MDC	PBC
PS 3815	2/02	2/02	Plant-Load authorization Applications, Worksheet, and Agreement	7530-02-000-9060	PO	EA	NOM	IWEB	N/A
PS 3816	12/94	12/94	COD Mailing and Delivery Receipt	7530-02-000-9062	PU	EA	MKT	MDC	P/F
PS 3816-AS	8/96	8/94	COD Card — Firm Mailings	7530-02-000-9063	PU	CTN	MKT	MDC	P/F
PS 3817	3/89	5/76	Certificate of Mailing (label)	7530-02-000-9065	PO	EA	MKT	MDC	
PS 3820	5/89	4/82	Sale or Destruction of Perishable Mail	7530-02-000-9067	PO	SH	MKT	MDC	
PS 3821	11/93	11/93	Clearance Receipt (pad/50)	7530-02-000-9068	PO	PD	MKT	MDC	
PS 3822	3/88	3/88	COD Tag Transmittal (pad/100)	7530-02-000-9069	PO	PD	MKT	MDC	
PS 3823	7/93	7/93	Packaging Improvement Notice (2-part set)	7530-02-000-9070	PO	SE	MKT	MDC, F3	
PS 3824	11/92	5/71	Temporary Bulk Receipt	7530-02-000-9071	PO	SH	MKT	MDC	
PS 3826	5/92	4/87	Registry Irregularity Report	7530-02-000-9072	CD	SH	MKT	MDC	
PS 3827	11/94	11/94	Irregularity Report of Insured and COD Mail	7530-02-000-9073	PS	SH	MKT	MDC	
PS 3829	9/84	4/72	Registered Dispatch Follow-Up	7530-02-000-9074	PS	SH	MKT	MDC	
PS 3830-A	8/95	8/93	Registry Dispatch Record (3-part set)	7530-02-000-9075	PO	SE	MKT	MDC	
PS 3831	6/86	10/70	Receipt for Article(s) Damaged in Mails	7530-02-000-9076	PO	SH	MKT	MDC	
PS 3833	4/89	4/89	COD Irregularity	7530-02-000-9077	PO	SH	MKT	MDC	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3844	4/83	4/83	Data Entry Daily Work Record (3x5 index card)	7530-03-000-0920	HQ	EA	MKT	HQO	
PS 3845	1/96	1/96	Annual Verification of Circulation (postal card)	7530-02-000-9079	PS	EA	MKT	MDC	
PS 3849	11/99	10/98	Delivery Notice/Reminder/Receipt (pkg of 250)	7530-01-000-9716	PO	SH	MKT	MDC	N/A
PS 3849-D	12/94	1/92	Notice to Sender of Undelivered COD Mail (postal card)	7530-02-000-9082	PO	EA	MKT	MDC	
PS 3854	4/85	3/72	Manifold Registry Dispatch Book (30 entries) (book/300)	7530-02-000-9084	PO	BK	MKT	MDC	
PS 3854-A	11/93	11/93	Registered Mail Dispatch Bill (1850/carton)	7530-02-000-9085	PO	CTN	MKT	MDC	
PS 3867	12/94	8/91	Accountable Mail Matter Received for Delivery	7530-02-000-9093	PO	SH	MKT	MDC	
PS 3871	7/89	10/70	Receipt Verification — Insured and Returned COD Mail	7530-02-000-9095	PO	SH	MKT	MDC	
PS 3874-A	2/71	2/71	Registry Dispatch Bill (Special Edition) (3-part continuous)	7530-03-000-0921	CA	SE	MKT	HQO	
PS 3875	4/78	4/78	Daily Balance — Registry Section	7530-03-000-3722	PO	SH	MKT	MDC	
PS 3876	11/91	11/91	Notice to Firm Mailer — Incorrect Fees	7530-02-000-9097	CA	SH	MKT	MDC	
PS 3877	2/02	8/00	Firm Mailing Book for Accountable Mail	7530-02-000-9098	PU	EA	MKT	MDC	WWW
PS 3883	11/99	11/99	Firm Delivery Receipt for Accountable Mail and Bulk Delivery Mail	7530-02-000-9099	CR	PG	MKT	MDC	N/A
PS 3883-A	12/94	12/94	Firm Delivery Receipt (1600/carton)	7530-02-000-9100	PO	CTN	MKT	MDC	PBC

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3892	3/97	3/89	Registered Mail Found in Ordinary Mail	7530-02-000-9101	PO	CTN	P&PD	MDC, F3	N/A
PS 3896	5/85	4/82	Receipt for Registered Article (book/50 2-part sets)	7530-02-000-9120	PO	BK	MKT	MDC	
PS 3899	1/83	1/83	Registered Matter — Damaged, Unsealed or Without Cover (self-adhesive label)	7530-02-000-9121	PO	EA	MKT	MDC	
PS 3907	12/93	12/93	Post Office Box Mail Pickup Notice	7530-03-000-3749	PO	EA	MKT	MDC	
PS 3915	6/94	1/92	Post Office Box Key Requisition (2-part set)	7530-02-000-9124	CA	SE	MKT	MDC	
PS 3916	6/79	6/79	Shipping Order	7530-03-000-0922	HQ	SH	ENG	HQO	
PS 3921	9/98	9/98	Volume Recording Worksheet	7530-02-000-9125	PO	SH	O	MDC	WWW
PS 3922	9/98	9/98	Customer Services Volume Recording Worksheet	7530-02-000-9126	PO	SH	O	MDC	WWW
PS 3925	10/89	10/89	Daily Address Information Operations Analysis	7530-02-000-9129	CD	SH	O	MDC	
PS 3930	12/95	12/95	Operations Analysis	7530-02-000-9035	PC	SH	O	MDC	
PS 3956	3/88	3/83	Authorization for Medical Attention (2-part set)	7530-02-000-9131	PS	SE	ERM	MDC	
PS 3958	1/94	6/82	Main Stock (or Unit Reserve Stock) Transaction Record	7530-02-000-9132	PO	SH	FIN	MDC	
PS 3959	11/87	1/78	Daily Recap — Stamp Stock Transactions	7530-02-000-9133	CA	SH	FIN	MDC	
PS 3968	9/90	9/90	Daily Mail Collection Record	7530-02-000-9135	PS	SH	O	MDC	N/A
PS 3970-D	11/91	11/91	Request to Donate Leave	7530-02-000-7242	PS	SH	ERM	MDC	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3970-R	8/99	8/99	Request to Receive Donated Leave	7530-02-000-7243	PS	SH	ERM	MDC	N/A
PS 3970-T	11/91	11/91	Donated Leave Transfer	7530-02-000-7244	PS	SH	ERM	MDC, FF	
PS 3971	4/01	4/01	Request for or Notification of Absence	7530-02-000-9136	PS	PD	ERM	MDC	N/A
PS 3972	10/00	10/00	Absence Analysis	7530-02-000-9137	PS	EA	LR	MDC	N/A
PS 3973	11/85	11/85	Military Leave Control	7530-02-000-9138	PS	SH	ERM	MDC	
PS 3974	3/97	11/79	Verification of Distribution Performed	7530-02-000-9139	PO	SH	O	MDC	
PS 3977	4/88	4/88	Duplicate Key Inventory (envelope)	7530-02-000-9140	PO	EA	FIN	MDC	
PS 3978-B	8/80	8/80	Parcel Distribution	7530-02-000-9142	CR	SH	O	MDC	
PS 3978-D	9/93	8/80	Accountable Mail	7530-03-000-3760	CR	SH	MKT	MDC	
PS 3981	12/86	12/86	Standard Roster	7530-02-000-9147	PO	SH	FIN	MDC	
PS 3982	7/88	7/88	Changes of Address (card)	7530-02-000-9148	PO	EA	O	MDC	
PS 3993	4/89	11/72	Delivery Services Comparative Cost Analysis	7530-02-000-9150	AR	SH	O	MDC	
PS 3996	11/97	11/97	Carrier-Auxiliary Control (pad/100)	7530-02-000-9151	PO	PD	O	MDC	
PS 3997	11/97	11/97	Unit Daily Record	7530-02-000-9152	CR	SH	O	MDC	
PS 3998	11/97	11/97	Unit Summary of City Delivery Assignments	7530-02-000-9153	CR	SH	O	MDC	
PS 3999	11/97	11/97	Inspection of Letter Carrier Route	7530-02-000-9154	PO	SH	O	MDC	
PS 3999-A	7/89	7/89	Deliveries/ Inspection Record — Worksheet	7530-02-000-9155	PO	SH	O	MDC	
PS 3999-B	11/97	11/97	Inspection of Collection Route	7530-02-000-9156	PO	SH	O	MDC	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 4000	6/01	6/01	Postage Statement — International Commercial Packages — Permit Imprint	N/A	PS	SH	IB	IWEB	WWW
PS 4000-A	8/02	8/02	Retail Lobby Observation	N/A	CD	SH	D&R	IWEB	N/A
PS 4000-B	2/02	2/02	Retail Employee Observation	N/A	CD	SH	MKT	IWEB	N/A
PS 4001	7/01	7/01	Postage Statement — Global Bulk Economy Mail	N/A	PU	SH	IB	IWEB	WWW
PS 4003	8/93	8/93	Official Rural Route Description (5-part set)	7530-02-000-9157	CR	SE	O	MDC	
PS 4003-A	3/87	12/72	Official Rural Route Description (continuation, 4-part set)	7530-02-000-9158	CR	SE	O	MDC	
PS 4006-X	1/86	1/86	Window Automation System Change Request Transmittal	7530-03-000-0926	CD	SH	MKT	HQO	
PS 4007-X	4/86	4/86	Window Automation System Problem Report (3-part set)	7530-03-000-0927	CD	SE	MKT	HQO	
PS 4010	1/02	1/02	Request for Postage Meter Keys	N/A	PO	SH		IWEB	N/A
PS 4012	2/88	6/81	Brief of Rural Route Changes	7530-03-000-3725	CD	SH	O	MDC	
PS 4015-A	2/89	2/89	Rural Carrier Agreement to Use Annual Leave Pursuant to Election of Higher Route Classification	7530-03-000-3726	PS	SH	LR	MDC	
PS 4015-B	9/98	9/98	Rural Carrier Agreement to Terminate Guarantee	7530-02-000-9161	PS	SH	LR	MDC	N/A

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 4015-C	2/89	2/89	Rural Carrier Agreement to Terminate Guarantee (Exercising Retreat or Bidding Rights)	7530-02-000-9162	PS	SH	LR	MDC	
PS 4015-D	9/98	9/98	Rural Carrier Agreement to Terminate Guarantee	7530-02-000-9163	PS	SH	LR	MDC	N/A
PS 4015-E	2/89	2/89	Rural Carrier Agreement to Use Annual Leave Earned to Reduce Actual Work Hours	7530-02-000-9164	PS	SH	LR	MDC	
PS 4015-F	2/89	2/89	Rural Carrier Agreement to Use Annual Leave Earned to Obtain Protected Salary	7530-02-000-9165	PS	SH	LR	MDC	
PS 4024	9/93	4/86	Request to Repair Roads	7530-02-000-9166	PO	SH	O	MDC	
PS 4027	9/88	10/81	Petition for Change in Rural Delivery	7530-02-000-9167	CR	SH	O	MDC	
PS 4052	5/99	5/99	Notice to Customer of Correct Address	7530-02-000-9168	CR	SH	O	MDC	N/A
PS 4056	2/91	9/87	Your Mailbox Needs Attention (pad/100)	7530-02-000-9169	PO	PD	O	MDC	
PS 4056-A	12/91	12/91	Your Mailbox Needs Attention (Spanish) (pad/100)	7530-02-000-9170	PO	PD	O	MDC	
PS 4082	10/95	10/95	External Inspection Checklist — Cast Iron Boiler	7530-02-000-9172	AR	SH	FAC	MDC	
PS 4085	9/84	9/84	External Inspection Checklist — Fire Tube Boiler	7530-02-000-9175	AR	SH	FAC	MDC	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 4089	7/93	4/81	Inspection Checklist — Direct Plunger Oil Hydraulic Elevator (Uncounter weighted) (4 pages)	7530-02-000-9179	AR	EA	FAC	MDC	
PS 4098-F	10/85	10/85	Employee Identification (Face) (card)	7530-02-000-9180	PS	EA	IS	MDC	
PS 4098-R	10/85	10/85	Employee Identification (Reverse) (card)	7530-02-000-9181	PS	EA	IS	MDC	
PS 4206	1/86	1/86	Certification of Relocation in Decent, Safe, and Sanitary Housing	7530-02-000-9182	AR	SH	FAC	MDC	
PS 4207	3/96	3/96	Claim for Tenant Business Relocation	7530-02-000-9183	PS	SH	FAC	MDC	
PS 4208	3/96	3/96	Claim for Residential Tenant Relocation	7530-02-000-9184	PS	SE	FAC	HQO	N/A
PS 4209	2/87	2/87	Project Authorization	7530-02-000-9185	AR	SH	FIN	MDC	
PS 4211	10/95	10/95	Facility and Fixed Mechanization Project Contract Commitment Order	7530-02-000-9186	PS	SH	FAC	FMS	N/A
PS 4211-A	10/89	10/89	Facility and Fixed Mechanization Project Contract Payment Authorization	7530-02-000-9200	AR	SH	FIN	MDC	
PS 4211-B	10/89	2/87	Invoice and Payment Authorization (Facility and Fixed Mechanization Contract)	7530-02-000-9201	PS	SH	FIN	MDC	
PS 4223	2/74	2/74	Computation of Distribution Standard — Letter Mail	7530-03-000-0928	PS	SH	O	HQO	
PS 4232	10/01	10/01	Rural Customer Delivery Instructions	7530-03-000-9022	PO	EA	DEL	MDC	P/F

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 4232-S	5/95	5/95	Rural Customer Delivery Instructions (Spanish)	7530-03-000-4635	CR	EA	O	MDC	
PS 4239	3/94	3/94	Rural Route Count of Mail (2-part set)	7530-02-000-9205	CR	SE	O	MDC	
PS 4240	8/87	2/87	Rural Carrier Trip Report	7530-02-000-9206	CR	SH	O	MDC	
PS 4241	5/94	5/94	Rural Delivery Statistics Report (3-part set)	7530-02-000-9207	CR	SE	O	MDC	
PS 4241-A	7/94	7/94	Rural Route Evaluation (4-part continuous)	7530-03-000-0935	SC	SE	O	HQO	
PS 4241-X	5/95	5/95	Rural Delivery Statistics Summary Report	7530-03-000-0936	CR	SH	O	MDC	
PS 4243	7/00	7/00	National Five-Digit ZIP Code & Post Office Directory Order Form for Mail Order Use	N/A	PU	SH	O	IWEB/ MDC	WWW
PS 4245	3/88	3/88	Carrier's Statement (envelope)	7530-02-000-9211	CR	EA	O	MDC	
PS 4248	6/93	8/88	Rural Route Inspection Report (3-part set)	7530-02-000-9212	CR	SE	O	MDC	
PS 4309	10/95	10/95	Master Inventory Log	7530-03-000-0940	HQ	SH	MKT	LOC	
PS 4310	10/95	10/95	Mail Recovery Center Parcel Report	7530-03-000-0941	BC	SH	RET	LOC	N/A
PS 4314-A	2/95	3/85	Consumer Service Card (Spanish) (4-part set)	7530-02-000-9214	PO	SE	RET	MDC	P/F
PS 4314-C	1/95	7/89	Consumer Service Card (4-part set)	7530-02-000-9215	PS	SE	CA	MDC, F3	P/F
PS 4314-F	1/95	12/90	Consumer Service Card (pinfed)	7530-02-000-8145	PO	SE	RET	MDC	N/A
PS 4315	7/89	4/85	Evaluation of Routes for Motorization	7530-02-000-9216	CR	SH	O	MDC	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 4326	5/93	12/90	National Five-Digit ZIP Code & Post Office Directory Order (3-part set)	7530-02-000-9217	AO	SE	O	MDC	
PS 4403	6/91	6/91	Authorization for BMC Entry (Second-Class Publications)	7530-02-000-9219	PO	SH	MKT	MDC	
PS 4410	9/99	9/99	Authorization for BMC Acceptance (Third/Fourth-Class Bulk Mailings)	7530-02-000-9220	BC	SH	MKT	MDC, BLUE	N/A
PS 4455	1/77	1/77	Spotter Tractor Log (pad/100)	7530-02-000-9224	BC	PD	O	MDC	
PS 4460	3/82	3/82	Vehicle Record/Trip Ticket (card)	7530-03-000-0944	BC	EA	O	MDC	
PS 4503	4/87	3/85	Vehicle Delivery Control Sheet	7530-02-000-9111	HQ	SH	O	MDC, F3	
PS 4508	3/83	3/83	Vehicle Maintenance Facility Inventory Order (5-part set)	7530-02-000-9226	VM	SE	O	MDC, F3	
PS 4508-A	11/85	9/83	Vehicle Maintenance Facility Inventory Order (4-part set)	7530-02-000-9227	VM	SE	O	MDC, F3	
PS 4509	6/91	6/91	VMF Inventory Purchase (keypunch)	7530-02-000-9228	VM	SH	O	MDC	
PS 4513	4/88	1/85	Scheduled/Unscheduled Maintenance Record	7530-02-000-9230	VM	SH	O	MDC	
PS 4513-A	5/89	12/84	Scheduled/Unscheduled Shop Maintenance Record	7530-02-000-9231	VM	SH	O	MDC	
PS 4515	6/93	6/93	Vehicle Assignment Justification and Request	7530-02-000-9232	VM	SH	O	MDC	N/A
PS 4523	8/95	10/87	Damage Claim Certification — Hired Vehicle (4-part set)	7530-02-000-9235	PO	SE	O	MDC	

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PS 4529	6/93	6/93	Inventory/Parts Tools	7530-02-000-9239	PS	EA	O	MDC	
PS 4530	5/71	5/71	Record of Physical Inventory	7530-02-000-9240	VM	SH	O	MDC	
PS 4533	3/87	2/74	MVS Schedule	7530-02-000-9241	CA	SH	O	MDC, F3	
PS 4534	10/76	10/76	Inventory Adjustment Record and Parts Transferred Between VMFs	7530-02-000-9242	VM	SH	O	MDC	
PS 4536	1/89	10/76	Trailer Loading Record (tag)	7530-02-000-9243	CA	EA	O	MDC	
PS 4538	4/72	4/72	No Value Item (tag)	7530-02-000-9244	VM	EA	O	MDC	
PS 4539	9/98	9/98	Railroad Van Movement Log	7530-02-000-9245	CA	SH	O	MDC	N/A
PS 4541	7/94	3/87	Order-Invoice for Vehicle Repair (Commercial Work Order) (5-part set)	7530-02-000-9246	VM	SE	O	MDC, F3	
PS 4543	8/90	2/88	Vehicle Maintenance Work Order (card)	7530-02-000-9247	VM	EA	O	MDC	
PS 4546-A	3/98	3/98	Preventive Maintenance Inspection Guidelines — Administrative Vehicles	7530-04-000-5149	VM	SH	O	MDC	N/A
PS 4546-B	3/98	3/98	Preventive Maintenance Inspection Guidelines — Light Delivery Vehicles	7530-04-000-5150	VM	SH	O	MDC	N/A
PS 4546-C	3/98	3/98	Preventive Maintenance Inspection Guidelines — Immediate Delivery Vehicles	7530-04-000-5151	VM	SH	O	MDC	N/A
PS 4546-D	3/98	3/98	Preventive Maintenance Inspection Guidelines — Cargo Vans	7530-04-000-5152	VM	SH	O	MDC	N/A

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 4546-E	3/98	3/98	Preventive Maintenance Inspection Guidelines — Tractors	7530-04-000-5153	VM	SH	O	MDC	N/A
PS 4546-F	3/98	3/98	Preventive Maintenance Inspection Guidelines — Trailers	7530-04-000-5154	VM	SH	O	MDC	N/A
PS 4564	6/89	9/79	Postal Vehicle Accident Register	7530-02-000-9248	VM	SH	O	MDC	
PS 4564-A	9/79	9/79	Non-Vehicle Accident Register	7530-02-000-9249	VM	SH	O	MDC	
PS 4565	6/84	6/84	Vehicle Repair Tag (3-part set)	7530-02-000-9250	VM	SE	O	MDC	
PS 4567	7/89	9/87	Commercial Service Station Procurement Record	7530-02-000-9252	VM	SH	O	MDC	
PS 4568	10/00	10/00	Postal Equipment Problem Feedback	7530-02-000-9270	PS	SH	ENG	MDC	N/A
PS 4569	4/87	1/72	Vehicle Use Plan	7530-02-000-9271	VM	SH	O	MDC	
PS 4570	3/99	3/99	Vehicle Time Record	7530-02-000-9272	CR	EA	O	MDC	N/A
PS 4572	5/87	5/87	Tractor Log (card)	7530-02-000-9273	CA	EA	O	MDC	
PS 4574	1/84	9/81	Daily Record of Gasoline, Diesel Fuel, and Motor Oil Issued	7530-02-000-9275	VM	SH	O	MDC	
PS 4575	11/79	11/79	MVS Vehicle Survey (card)	7530-02-000-9276	CA	EA	O	MDC	
PS 4575-A	12/87	11/85	Five Day Summary — Motor Vehicle Service Vehicle Utilization	7530-02-000-9277	VM	SH	O	MDC	
PS 4577	11/87	2/80	Leased Vehicle Condition Report (4-part set)	7530-02-000-9278	VM	SE	O	MDC	
PS 4582	3/99	3/99	Operator's Record	7530-02-000-9280	PS	EA	ERM	MDC	N/A
PS 4583	2/90	1/86	Physical Fitness Inquiry for Motor Vehicle Operators (2-part set)	7530-02-000-9281	PS	SE	ERM	MDC, F3	

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PS 4584	8/84	8/84	Observation of Driving Practices (4-part set)	7530-02-000-9282	CA	SE	ERM	MDC, F3	
PS 4585	6/88	3/71	Postal Driver Accident Information (card)	7530-02-000-9283	VM	EA	O	MDC	
PS 4586	5/98	7/91	Accident Information	7530-02-000-9284	PV	EA	O	MDC	
PS 4587	6/95	6/95	Request to Repair, Replace, or Dispose of Postal-Owned Vehicle	7530-02-000-9285	PS	SH	O	MDC, F3	
PS 4594	11/77	11/77	Vehicle Sales Request and Report	7530-02-000-9286	VM	SH	O	MDC, F3	
PS 4595	9/88	9/88	Sale-Purchase Agreement (Vehicles)	7530-02-000-9287	SO	SH	O	MDC	
PS 4597	12/99	12/99	Issuance of Tool Kit — Auto Mechanic	7530-02-000-9288	PS	EA	FOS	MDC	N/A
PS 4600	6/87	6/87	Driver Notification and Compliance Certificate	7530-02-000-9112	PS	SH	O	MDC	
PS 4617	7/88	7/88	Communication Service Authorization	7530-03-000-0949	HQ	SH	IT	HQO	
PS 4625	2/80	2/80	Mounted Tires and Batteries Authorized for Fleet Use	7530-02-000-9290	VM	SH	O	MDC	
PS 4626	5/81	5/81	Vehicle Fuel and Motor Oil Purchase Record	7530-02-000-9291	VM	SH	O	MDC	
PS 4636	2/96	2/96	Postmarking Dies and Engraved Station Die Hubs Requisition	7530-02-000-9293	PS	SH	PM	MDC	
PS 4703	4/84	4/84	Out of Order (trailer tag)	7530-02-000-9299	PS	EA	O	MDC	
PS 4705	5/75	5/75	Inspection Tag	7530-02-000-9300	PS	EA	ENG	MDC	
PS 4706	6/74	6/74	Equipment Deficiency Punch List Item (tag)	7530-03-000-0951	CE	EA	ENG	HQO	
PS 4707	8/91	8/91	Out of Order (tag)	7530-02-000-9301	PS	EA	ENG	MDC	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 4772	12/88	11/85	Equipment Inventory — History Record (card)	7530-02-000-9308	CA	EA	ENG	MDC	
PS 4772-A	5/88	10/75	Motor Record (card)	7530-02-000-9309	CA	EA	ENG	MDC	
PS 4774	5/94	2/77	Equipment Breakdown Investigation Report	7530-02-000-9311	PS	SH	O	MDC	
PS 4775	8/98	8/98	Work Order Register	7530-02-000-9312	PS	SH	ENG	MDC	
PS 4776	11/91	11/91	Preventive-Custodial Maintenance Route	7530-02-000-9313	PS	SH	ENG	MDC, F3	
PS 4777	8/98	8/98	Maintenance Checklist	7530-02-000-9314	PS	SH	ENG	MDC	
PS 4778	5/94	7/79	Daily Assignment Sheet	7530-02-000-9315	PS	SH	ENG	MDC	
PS 4783	8/98	8/98	Maintenance Control Supply Room Inventory Record	7530-02-000-9317	PS	SH	ENG	MDC	
PS 4794	10/78	10/78	Unserviceable/Repairable (tag)	7530-02-000-9322	PS	EA	ENG	MDC	
PS 4795	10/72	10/72	Serviceable (tag)	7530-02-000-9323	PS	EA	ENG	MDC	
PS 4800	8/98	8/98	Parts/Supplies Issue Slip	7530-02-000-9325	PS	SH	ENG	MDC	N/A
PS 4805	6/98	6/98	Maintenance Work Order Request	7530-02-000-9330	PS	EA	ENG	MDC	N/A
PS 4812	1/86	1/86	High Voltage Equipment Lockout Tag	7530-02-000-9337	PS	EA	ENG	MDC	
PS 4813	10/93	6/86	Elevator Data Card	7530-02-000-9338	PS	SH	ENG	MDC	
PS 4813-A	9/84	9/84	Pressure Vessel Data Card	7530-02-000-9360	PS	EA	ENG	MDC	
PS 4816	3/76	3/76	Letter Sorting Machine Daily Down Time	7530-02-000-9363	CA	SH	O	MDC	
PS 4820	8/92	10/90	Parts/Supplies Issue Slip	7530-02-000-9365	PS	SH	ENG	MDC	

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PS 4838	10/88	4/75	Repair and Alteration History	7530-02-000-9370	PO	SH	FAC	MDC	
PS 4841	8/87	4/83	Fuel and Utilities Record	7530-03-000-9265	PO	SH	ENG	MDC	
PS 4846	3/85	3/85	Low Pressure Heating Boiler Operating Log (Steam)	7530-02-000-9374	PS	SH	ENG	MDC	
PS 4846-A	3/85	3/85	Low Pressure Heating Boiler Operating Log (Hot Water)	7530-02-000-9375	PS	SH	ENG	MDC	
PS 4851	11/82	11/82	Housekeeping Inspection	7530-02-000-9376	PS	SH	ENG	MDC	
PS 4852	4/88	8/87	Workload Analysis and Summary	7530-02-000-9377	CA	SH	ENG	MDC	
PS 4853	7/73	7/73	Heating and Cooling Chart	7530-02-000-9378	CA	SH	ENG	MDC	
PS 4862	11/95	10/86	Scale Out of Tolerance	7530-02-000-9380	PS	EA	ENG	MDC	
PS 4871	5/97	5/97	Relocation — Miscellaneous Expense Allowance Claim	7530-02-000-9383	PS	SH	FIN	MDC	N/A
PS 4872	6/97	6/97	Claim for Subsistence Expenses — Temporary Quarters	7530-02-000-9384	PS	SH	FIN	MDC, F3	N/A
PS 4872-P	9/88	9/88	PCES Claim for Subsistence Expenses — Temporary Quarters	7530-02-000-7487	HQ	SH	FIN	MDC, F3	
PS 4877	6/97	6/97	Reimbursement of Real Estate Expenses — Change of Official Station	7530-02-000-9385	PS	EA	FIN	MDC	N/A
PS 4878	3/89	3/89	Calculation of Taxable Reimbursement — Grossing Up Allowance	7530-01-000-9903	PS	EA	FIN	HQO	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 4879	9/98	9/98	Certification Statement — Claim for Relocation Income Tax Allowance	7530-01-000-9904	PS	SH	FIN	MDC	N/A
PS 4902	1/83	1/83	Historic, Architectural & Archeological Significance Survey (4 pages)	7530-02-000-9394	CE	SH	FAC	MDC	
PS 4909	6/85	6/85	Findings of Fact for Contract Modifications	7530-03-000-0956	AR	SH	PM	HQO	
PS 4911	10/95	10/95	Mail Recovery Center Letter Report	7530-03-000-0957	PO	SH	CA	LOC	N/A
PS 4916	8/88	3/71	Auction Purchase Receipt	7530-02-000-9397	PO	SH	RET	HQO	N/A
PS 4920	6/93	4/89	Post Office Closing or Consolidation Fact Sheet (pad/100)	7530-02-000-7488	PS	PD	MKT	MDC	
PS 4942	7/79	7/79	Area Maintenance Office A/P Report (2-part set)	7530-02-000-9398	CA	SE	ENG	MDC	
PS 4943	1/89	9/86	Locker Record (3-part set)	7530-02-000-9401	PS	SE	ERM	MDC	
PS 4983	10/97	10/97	Postal Key and Lock Requisition	7530-02-000-9402	PO	SH	ENG	MDC, F3	
PS 4984	6/01	6/01	Repair Parts Requisition	7540-00-000-0456	PS	SH	PM	MDC	N/A
PS 4990	6/71	6/71	Operating Log for Reciprocating Type Refrigeration Machines (Cooling Season)	7530-02-000-9404	PO	SH	PM	MDC	N/A
PS 4994	1/83	1/83	Operating Log for Centrifugal Refrigeration Plants	7530-02-000-9405	PS	SH	ENG	MDC	
PS 5000	3/89	3/89	A-E Pre-Screening Form	7530-02-000-9409	CE	SH	PM	MDC	
PS 5002	5/82	5/82	Construction Contractor Performance Evaluation	7530-03-000-0963	CE	SH	PM	HQO	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 5006	9/01	10/99	Dinero Seguro Payment Order Application	7530-03-000-8649	PU	SH	MKT	MDC	P/F
PS 5011	3/01	3/01	Training Certificate Sure Money/ Dinero Seguro	N/A	PO	SH	FIN	IWEB	N/A
PS 5034	11/80	11/80	ZMT Individual Performance Record	7530-03-000-3748	PO	SH	IB	MDC	
PS 5035	1/91	12/79	Overweight Sack	7530-02-000-9413	PO	SH	IB	MDC	
PS 5041	7/86	6/81	Storage Car and Van Check Sheet	7530-02-000-9414	PO	SH	O	MDC	
PS 5049	2/88	2/88	Mail Found in Supposedly Empty Equipment	7530-02-000-9415	PO	SH	O	MDC	
PS 5051	6/02	6/02	Confirmation Services — Electronic Option Application	N/A	PU	SH	PD	IWEB	WWW
PS 5051-C	6/02	6/02	Confirmation Services — Electronic Option Checklist	N/A	PU	SH	PD	IWEB	WWW
PS 5052	1/01	1/01	Confirmation Services Printer Certification	N/A	PU	SH	P	IWEB	WWW
PS 5111-R	11/96	9/78	Revenue Protection Placard (self-adhesive label)	7530-02-000-9437	PS	EA	P&PD	MDC	
PS 5139	6/02	6/02	Nonpostal Service Temporary Employee	7530-01-000-9721	AR	EA	NOM	MDC	N/A
PS 5140	6/02	6/02	Nonpostal Service Contractor Employee	7530-01-000-9722	GF	EA	NOM	MDC	N/A
PS 5179	8/98	8/98	Notification/ Record of Mail Irregularity	7530-02-000-9440	PO	SE	O	MDC	N/A
PS 5186	1/88	1/88	Mail Movement Routing Instructions (book/100)	7530-02-000-9441	TO	BK	PM	MDC	
PS 5201	12/93	4/88	Mail Van Inspection (3-part set)	7530-02-000-9442	PS	SE	O	MDC	

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PS 5257	2/88	12/80	Damaged Mail Report (pad/50)	7530-02-000-9443	PO	PD	O	MDC	
PS 5301-A	1/81	1/81	Mail Box Vandalism (envelope)	7530-02-000-9444	IC	EA	IS	MDC	
PS 5303	3/72	3/72	Security Force Blotter (book/198)	7530-02-000-9446	IC	BK	IS	MDC	
PS 5304	1/75	1/75	Radio Communications Log	7530-02-000-9447	IC	SH	IS	MDC	
PS 5305	3/98	3/98	Postal Police Supervisor Daily Report	7530-02-000-9448	PS	SH	IS	MDC	N/A
PS 5306	11/96	11/96	Postal Police Supervisor Inspection Report	7530-02-000-9449	PS	SH	IS	MDC	
PS 5309	4/98	4/98	Incident Report	7530-02-000-9451	PS	SH	IS	MDC, FF	
PS 5309-A	5/91	5/91	Quarterly Security Force Activity Report	7530-03-000-0964	IC	SH	IS	HQO	
PS 5311	9/96	9/96	Equipment Accountability Record	N/A	PS	EA	IS	HQO	
PS 5312	4/72	4/72	Hours of Duty Schedule	7530-02-000-9454	IC	SH	IS	MDC	
PS 5313	2/87	6/74	Inspection Service Photobacker (8 labels/sheet)	7530-02-000-9455	IC	SH	IS	MDC	
PS 5314	7/93	7/93	Radio Equipment Maintenance and History Record (card)	7530-03-000-0965	IC	EA	IS	HQO	
PS 5366	3/98	3/98	Railroad Station Mail Report	7530-02-000-9457	PS	SE	O	MDC	N/A
PS 5397	2/87	9/84	Contract Route Extra Trip Authorization (4-part set)	7530-02-000-9458	PS	SE	PM	MDC	
PS 5397-A	12/93	3/88	Contract Route Extra Trip Authorization (4-part continuous)	7530-02-000-9459	BC	CTN	O	MDC	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 5398	2/79	2/79	Transportation Performance Record	7530-02-000-9460	PS	SH	O	MDC	
PS 5398-A	9/92	9/92	Contract Route Vehicle Record (3-part set)	7530-02-000-9198	PS	SE	PM	MDC	
PS 5401	11/99	11/99	Documentation to Establish a Delivery ZIP Code	N/A	PS	SH	OS	HQO	N/A
PS 5402	11/99	11/99	Documentation to Establish a Post Office Box	N/A	PS	SH	OS	HQO	N/A
PS 5403	11/99	11/99	Documentation to Establish a Shared ZIP Code	N/A	PS	SH	OS	HQO	N/A
PS 5404	11/99	11/99	Documentation to Establish a Unique ZIP Code	N/A	PS	SH	OS	HQO	N/A
PS 5406	11/96	11/96	Box Delivery Contract Route Survey	7530-02-000-9253	CR	SH	O	MDC	
PS 5407	11/87	11/87	Highway Contract Route Survey/ Service Change	7530-02-000-9464	PS	SH	PM	MDC, F3	
PS 5420	12/91	12/91	Certificate of Insurance (5-part set)	7530-02-000-9465	PS	SE	PM	MDC	
PS 5427	12/91	12/91	Contract Route Review and Award	7530-02-000-9466	PS	SH	PM	MDC	
PS 5427-A	12/91	12/91	Contract Route Review (Renewal)	7530-02-000-7317	PS	SH	PM	MDC	
PS 5429	3/88	11/87	Certification of Exceptional Contract Service Performed (5-part set)	7530-02-000-9467	PS	SE	PM	MDC, F3	
PS 5431	4/88	3/79	Contract Route Box Customer Notice	7530-02-000-9468	PS	SH	O	MDC	
PS 5436	12/95	12/95	Mailing List Application — Mail Transportation Services	7530-02-000-9469	PS	SH	PM	MDC	
PS 5436-S	10/88	10/88	Inquiry of Prospective Bidders (Spanish)	7530-03-000-0968	DN	SH	PM	HQO	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 5443	12/91	12/91	Contract Route Statement, Schedule and Specifications	7530-02-000-9470	PS	EA	PM	MDC	
PS 5443-A	12/91	12/91	Continuation Route Statement — Schedule and Specifications (continuation)	7530-02-000-7420	PS	EA	O	MDC	
PS 5445	3/02	3/02	Stamp Vending Machine Refund Request	7530-05-000-4885	PU	SE	RET	MDC	TMD
PS 5445-S	7/01	7/01	Solicitud de reembolso de la maquina expendedorora de sellos	N/A	TEST	SE	RET	TEST	N/A
PS 5466	6/88	12/82	Late Slip (book/25 4-part sets)	7530-02-000-9472	DN	BK	PM	MDC	
PS 5472	12/91	12/91	Pre-Award Questionnaire & Assets and Liabilities Statement	7530-02-000-9254	PS	SH	PM	MDC	
PS 5479	9/88	11/80	Contract Adjustments (5-part set)	7530-02-000-9473	PS	SE	O	MDC	
PS 5500	3/95	4/88	Contract Route Irregularity Report (4-part set)	7530-02-000-9476	PS	SE	PM	MDC	
PS 5500-A	7/89	5/88	Contract Route Irregularity Report (4-part continuous)	7530-02-000-9477	BC	SE	PM	MDC	
PS 5505	10/93	10/93	Cost Evaluation — Postal Vehicle Service versus Contract Service	7530-02-000-9478	PS	SH	PM	MDC	
PS 5541	10/01	10/01	Pickup Service Statement — Express Mail, Priority Mail, or Parcel Post	7530-01-000-9723	PU	EA	EPS	MDC	AR
PS 5541-C	8/91	8/91	Pickup Service Statement — Express Mail, Priority Mail, or Parcel Post (3-part continuous, pinfed)	7530-02-000-7489	PS	SE	MKT	MDC	

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PS 5560	4/97	4/97	Team Project Planning Worksheet	N/A	PS	SH	WP	F3	N/A
PS 5603	8/98	8/98	Address File Standardization on Diskette	7530-02-000-9255	PS	EA	O	NCS	N/A
PS 5625	3/88	5/87	Express Mail Custom Designed Service Receipt (4-part set)	7530-02-000-9481	PS	SE	MKT	MDC	
PS 5625-C	9/87	9/87	Express Mail Custom Designed Service (4-part continuous)	7530-02-000-9483	PS	SE	MKT	MDC	
PS 5626	3/01	3/01	Global Express Mail Service — Delivery Receipt for Inbound EMS Service	7530-02-000-9933	AE	RL	NOM	MDC	N/A
PS 5631	2/95	5/92	Express Mail Custom Designed Service Agreement	7530-02-000-9484	PO	EA	MKT	EPM	
PS 5634-I	7/79	7/79	Incoming Express Mail Service Schedule Log	7530-02-000-9485	PS	SH	MKT	EPM	
PS 5634-O	3/95	3/95	Express Mail Outgoing Log	7530-02-000-9486	PS	SH	MKT	EPM	
PS 5637	1/95	1/95	Express Mail Corporate Account/Custom Designed Agreement	7530-02-000-9487	PU	SH	MKT	EPM, F3	
PS 5639	6/94	6/94	Express Mail Corporate Account Application	7530-02-000-9488	PU	SH	FIN	MDC	
PS 5654	5/93	11/78	Controlled Test Record (tag)	7530-02-000-9489	PS	EA	O	MDC	
PS 5659	7/99	7/99	Passport Application Transmittal	7530-02-000-9490	PS	SH	OS	MDC, BLUE	N/A
PS 5660	9/97	9/97	Summary of Passport Applications Accepted (2-part set)	7530-02-000-9510	PS	SE	FIN	MDC, F3	N/A

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 5674	1/91	12/88	EMS Express Mail International Service Manifest (3-part set)	7530-02-000-9511	AM	SE	O	MDC	
PS 5701	1/99	1/99	Location Workload Worksheet: Self Service Vending Equipment	7530-04-000-6063	PS	SH	MKT	MDC	N/A
PS 5800-A	11/76	11/76	Mail Flow Density Projections	7530-02-000-9513	CA	SH	O	MDC	
PS 5802	3/80	3/80	MOD P.O. Operation Validity Transaction Worksheet	7530-03-000-0974	SD	SH	O	HQO	
PS 5900	9/95	9/95	Hiring Worksheet	7530-02-000-9518	PS	SH	ERM	MDC, F3	
PS 5902	11/93	12/80	Request for VA Medical Survey	7530-02-000-9261	PO	SH	ERM	MDC	
PS 5906	6/79	6/79	Supplemental Application — Nurse	7530-03-000-0978	TC	SH	ERM	NTA	
PS 5912-AB	6/79	6/79	Record Card/Notice of Rating (2-part card, continuous)	7530-03-000-0982	TC	EA	ERM	NTA	
PS 5912-C	6/79	6/79	Register Card (1-part continuous)	7530-03-000-0983	TC	EA	ERM	NTA	
PS 5915	2/72	2/72	Garageman Supplemental Experience Statement	7530-03-000-0989	TC	SH	ERM	NTA	
PS 5920	5/94	5/94	Motor Vehicle Operator and Tractor-Trailer Operator Supplemental Experience Statement	7530-03-000-0994	TC	SH	ERM	NTA	
PS 5922	9/78	9/78	Stenographic Notepaper	7530-03-000-0996	TC	SH	ERM	NTA	
PS 5924-B	8/76	8/76	Notice of Rating (1-part continuous)	N/A	TC	SH	ERM	NTA	
PS 5925	7/90	7/90	Answer Sheet (5 Position) General Purpose (4 pages)	7530-03-000-1001	PS	EA	ERM	NTA	

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PS 5926	7/90	7/90	Answer Sheet (4 Position) General Purpose (4 pages)	7530-03-000-1002	PS	EA	ERM	NTA	
PS 5938	10/85	10/85	Promotion Report	N/A	PS	SH	ERM	F3	N/A
PS 5952	7/90	7/90	Answer Sheet for Test M/N 950	7530-03-000-1013	PS	EA	ERM	NTA	
PS 5994	8/83	8/83	Payment Adjustment Authorization for Railroad Service Performed (4-part set)	7530-03-000-8962	AR	SE	PM	MDC	
PS 6001	4/97	4/97	Application for Centralized Automatic Payment System (CAPS)	N/A	PS	EA	MKT	IWEB	WWW
PS 6002	4/97	4/97	Information About Your Current Trust Accounts	N/A	PS	EA	MKT	IWEB	WWW
PS 6003	4/97	4/97	Centralized Automated Payment System (CAPS) EFT Authorization Agreement	N/A	PS	EA	MKT	IWEB	WWW
PS 6019	1/83	1/83	Military Post Office (MPO) Report of Money Order Business	7530-02-000-9528	PO	SH	FIN	MDC	
PS 6075	10/88	10/88	Status of Employee Benefits (2-part set)	7530-01-000-9530	PS	SE	ERM	MDC, F3	
PS 6100-A	11/82	11/82	OPF Disclosure Accounting Form	7530-02-000-9531	PS	SH	FIN	MDC	
PS 6100-B	11/82	11/82	OPF Disclosure Accounting Form (for law enforcement officials)	7530-02-000-9532	PS	SH	FIN	MDC	
PS 6105	5/93	5/93	Disclosure of Information About Employees to Collective Bargaining Agents	7530-02-000-9533	PS	SH	FIN	MDC	

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PS 6116	4/97	4/97	First-Class Metered Mail — Shortpaid Sampling Worksheet	7530-04-000-0815	PC	SH	P&PD	MDC	N/A
PS 6205	10/98	10/98	FIRSTCLASS PHONECARD Inventory Tracking Sheet	N/A	PS	SH	O	MDC	N/A
PS 6225	9/87	9/82	Hispanic Program A/P Report	7530-03-000-1016	PS	SH	DIV	HQO	
PS 6226	9/87	9/82	Hispanic Program Quarterly Report	7530-03-000-1017	PS	SH	DIV	HQO	
PS 6349	6/86	6/86	Issued Money Order Sales Record	7530-03-000-1018	PO	SH	FIN	HQO	
PS 6375	10/83	10/83	Uniform Allowance Stop Payment Notice	7530-02-000-9534	PS	SH	LR	MDC	
PS 6387	6/02	6/02	Rural Money Order Transaction Application	7530-02-000-9535	PS	SH	FIN	MDC, IWEB	P/F
PS 6401	12/95	12/95	Money Order Inquiry (postal card)	7530-02-000-9536	PS	EA	FIN	MDC	P/F
PS 6684	3/83	3/83	Inquiry Concerning International Money Order Issued in the United States	N/A	PO	SH	FIN	HQO	
PS 6700	8/99	8/99	Property/Evidence Custody Document	7530-05-000-0327	IG	SE	IG	HQO	N/A
PS 6702	8/99	8/99	Access Control Log	7530-05-000-0329	OIG	SH	IG	HQO	N/A
PS 6703	8/99	8/99	Currency Inventory and Certification	7530-05-000-0330	OIG	EA	IG	HQO	N/A
PS 6704	8/99	8/99	Search Warrant Inventory	7530-05-000-0331	OIG	SH	IG	HQO	N/A
PS 6705	8/99	8/99	OIG Property and Evidence Tag	7960-05-000-0328	OIG	EA	IG	HQO	N/A
PS 6803	1/77	1/77	Wage & Separation Information	7530-03-000-1022	SC	SH	ERM	EASC	N/A

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 6805	3/99	3/99	Qualified Business Reply Mail (QBRM) Application and Approval	7530-04-000-6400	PU	SH	P&PD	MDC	WWW
PS 6806	3/99	3/99	Mailpiece Irregularity/Resolution	7530-04-000-6401	PU	SH	P&PD	MDC	WWW
PS 6886			Thrift Savings Plan Request for Retroactive Contributions						
PS 7020	5/98	1/78	Authorized Absence From Workroom Floor	7530-02-000-9539	PS	PD	O	MDC	N/A
PS 7301	7/71	7/71	Power of Attorney to Receive Rent for Post Office Quarters	7530-02-000-9557	PS	SH	FAC	MDC	
PS 7305	8/83	8/83	Contractor's Request for Progress Payment	7530-02-000-9559	PO	SH	PM	MDC	
PS 7307	7/71	2/00	Contractor's Release	7530-02-000-9561	N/A	EA	FAC	HQO	N/A
PS 7314	7/98	7/98	Medical Agreement (4 pages)	7530-02-000-9354	PS	SE	ERM	MDC, F3	
PS 7319	2/89	2/89	Contractor's Statement of Contingent or Other Fees	7530-02-000-9569	PS	SH	PM	MDC	
PS 7319-C	6/95	6/95	Representations and Certifications (Business Data)	7530-02-000-9570	PS	EA	PM	MDC	
PS 7330	9/91	6/86	Amendment to Solicitation	7530-02-000-9600	PS	EA	PM	MDC, F3	
PS 7339	2/75	2/75	Shipping Instructions for Material in Storage (6-part set)	7530-02-000-9610	PS	SE	FIN	MDC	
PS 7340	11/94	4/84	Shipping Instruction for Excess Property (5-part set)	7530-02-000-9611	PS	SE	PM	MDC	

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PS 7340-A	6/89	2/85	Shipping Instructions for Excess Property — Vehicle	7530-02-000-9612	VM	SH	O	MDC	
PS 7340-B	2/01	2/01	Property Transfer Request Worksheet	7530-03-000-1032	HQ	SH	FAC	IWEB	N/A
PS 7342	9/86	9/86	Material Inspection and Shipping Report (4-part set)	7530-02-000-9613	PS	EA	PM	MDC	
PS 7342-A	2/87	1/81	Material Inspection and Shipping Report (4-part set)	7530-02-000-9614	PS	EA	PM	MDC	
PS 7355	3/00	3/00	Cleaning Agreement	N/A	DC	SH	PM	IWEB	N/A
PS 7357	9/83	9/83	NACON Register Data Sheet	7530-03-000-1040	HQ	SH	PM	HQO	
PS 7364	4/89	4/89	Serviceable Property Tag (Excess) (4-part set)	7530-02-000-9623	PS	EA	PM	MDC	
PS 7366	4/91	4/91	Funded Procurement Request (FPR)	7530-03-000-1041	HQ	SH	PM	HQS, F3	
PS 7366-A	1/81	1/81	FPR Safety Certification	7530-03-000-1042	HQ	SH	PM	HQS	
PS 7370	8/90	7/89	Request for Non-Fund Cost Transfer	N/A	PS	EA	PM	LOC	
PS 7370-A	8/90	8/90	Request for Funds Transfer (continuation sheet)	7530-03-000-1043	PS	EA	PM	LOC	
PS 7377	3/85	3/85	Notice to Offerors (pad/100)	7530-02-000-9630	PS	PD	PM	MDC	
PS 7378	8/95	8/95	Contracting Officer Certificate of Appointment	N/A	HQ	EA	PM	HQO	
PS 7380	6/01	6/01	MDC Supply Requisition	7530-02-000-9635	PS	SH	PM	MDC	N/A
PS 7381	9/01	9/01	Requisition for Supplies, Services, or Equipment	7530-02-000-9636	PS	SH	PM	MDC, FF	N/A

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 7405	12/91	12/91	Transportation Services Bid or Proposal and Contract for Regular Service	7530-02-000-9680	PS	SH	PM	MDC	
PS 7405-A	12/91	12/91	Transportation Services Bid or Proposal and Contract for Emergency Service	7530-02-000-7421	PS	SH	PM	MDC	
PS 7405-B	12/91	12/91	Transportation Services Bid or Proposal and Contract for Temporary Service	7530-02-000-7409	PS	SH	PM	MDC	
PS 7406	6/90	6/86	Amendment to Transportation Services Contract	7530-02-000-9681	PS	SH	PM	MDC	
PS 7409-A	12/91	12/91	Notice of Acceptance — Transportation Services Contract Bid or Proposal for Emergency Services	7530-02-000-7318	PS	EA	PM	MDC	
PS 7409-B	12/91	12/91	Notice of Acceptance — Bid for Contract Services	7530-02-000-7422	PS	EA	PM	MDC	
PS 7409-C	9/92	9/92	Acceptance Notice — Air Taxi Service Regular Contract Bid or Proposal	7530-02-000-9980	PC	EA	PM	MDC	
PS 7409-D	9/92	9/92	Acceptance Notice — Air Taxi Service Temporary Contract Bid or Proposal	7530-02-000-9981	PC	EA	PM	MDC	
PS 7423-A	2/87	2/87	Application to Lease	7530-02-000-9420	CE	SH	FAC	MDC	
PS 7430	4/85	4/85	Revocable License for Non-Government Use of Real Property	7530-02-000-9717	CE	SH	FAC	MDC	
PS 7431	2/97	2/97	Requisition for Pressure Sensitive Labels and Rack Headers	7530-02-000-9718	PS	SH	OS	MDC, F3	N/A

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PS 7433	8/91	2/83	Reparable Tag (self-mailer)	8135-00-000-5481	MD	SH	PM	MDC	
PS 7435	12/91	12/91	Solicitation for Transportation Services Contract	7530-02-000-9723	PS	SH	PM	MDC	
PS 7436	12/91	12/91	Abstract of Bids or Proposals Received	7530-02-000-9750	PS	SH	PUR	MDC	N/A
PS 7437	1/87	1/87	Facilities Services Request (4-part set)	7530-02-000-9752	PS	SE	FAC	MDC, F3	
PS 7439	12/91	12/91	Solicitation Record — Emergency Highway Contract	7530-02-000-9778	PS	SH	PM	MDC	
PS 7440	12/91	12/91	Contract Route Service Order	7530-02-000-9754	PS	SH	PM	MDC	
PS 7440-AT	9/92	9/92	Air Taxi Contract Route Service Order	7530-02-000-9983	PC	SH	PM	MDC	
PS 7444	5/82	5/82	Local Purchase Order (book/25 4-part sets)	7530-02-000-9760	PS	SH	PM	MDC	
PS 7445	12/91	12/91	Inquiry Concerning Renewal of Transportation Services Contract	7530-02-000-9761	PS	SH	PM	MDC	
PS 7447	12/91	12/91	Transportation Services Renewal Contract for Regular Service	7530-02-000-9762	PS	SH	PM	MDC	
PS 7448	12/91	12/91	Notice of Renewal of Transportation Services Contract for Regular Services	7530-02-000-7410	PS	SH	PM	MDC	
PS 7448-A	12/91	12/91	Notice of Renewal of Transportation Services Contract for Temporary Services	7530-02-000-7424	PS	SH	PM	MDC	
PS 7454	9/92	9/92	Air Taxi Service — Route Operational Profile	7530-02-000-9426	PC	SH	PM	MDC	

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PS 7455	9/92	9/92	Air Taxi Service — Aircraft Requirements and Flight Personnel Qualifications (FAR 135)	7530-02-000-9427	AC	SH	PM	MDC	
PS 7456	9/92	9/92	Air Taxi Service Cost Worksheet	7530-02-000-9773	AC	SH	PM	MDC	
PS 7458	3/86	3/73	Air Taxi Service Action	7530-02-000-9775	PS	SH	PM	MDC	
PS 7459	12/91	12/91	Extra Trip Log	7530-02-000-7411	PS	EA	PM	MDC	
PS 7461	7/88	7/88	Certificate of Transfer of Title to Leased Property	7530-02-000-9777	PS	SH	FAC	MDC	
PS 7463	12/91	12/91	Cost Statement — Highway Transportation Contracts	7530-02-000-9782	PS	SH	PM	MDC	
PS 7463-A	12/91	12/91	Negotiated Cost Statement — Highway Transportation Contracts	7530-02-000-9783	PS	SH	PM	MDC	
PS 7468-A	12/91	12/91	Highway Transportation Contract — Bid or Renewal Worksheet	7530-02-000-9790	PS	SH	PM	MDC	
PS 7477-A	1/86	7/80	Architect-Engineer's Performance-Design Phase Evaluation	7530-03-000-1050	PS	SH	PM	HQO	
PS 7477-B	1/86	7/80	Architect-Engineer's Performance-Construction Phase Evaluation	7530-03-000-1051	PS	SH	FAC	HQO	
PS 7478	1/81	1/81	Power of Attorney to Execute Lease	7530-03-000-1052	AR	SH	FAC	HQO	
PS 7486	1/86	1/86	Business and Farm Relocation Analysis	7530-02-000-9807	AR	SH	FAC	HQO	
PS 7487	3/96	3/96	Residential Relocation Analysis	7530-02-000-9808	PS	SH	FAC	HQO	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 7488	3/96	3/96	Relocation Needs and Availability Analysis	7530-02-000-9809	PS	SH	FAC	MDC	
PS 7495-A	1/87	5/76	Offset Statement (3-part set)	7530-03-000-8969	PS	SE	FAC	MDC	
PS 7498-D	10/97	10/97	Facilities Environmental Checklist	7530-02-000-9429	PS	SH	FAC	MDC, FF	N/A
PS 7499	10/97	10/97	Transaction Screen Questionnaire	N/A	PS	SH	FAC	MDC, FF	N/A
PS 7525	2/89	2/89	Postmaster's Construction Progress Report	7530-02-000-9817	CE	SH	FAC	MDC	
PS 7526	10/95	10/95	Weapon Inspection Maintenance Record (card)	7530-03-000-1076	PS	EA	IS	MDC	
PS 7530	6/89	6/88	Case Activity Report — Internal Crimes	7530-01-000-9765	IC	SH	IS	MDC	
PS 7531	4/95	4/95	Case Activity Report — External Crimes	7530-01-000-9766	IC	EA	IS	MDC	
PS 7532	6/88	6/88	Robbery Report	7530-01-000-9767	IC	SH	IS	MDC	
PS 7533	7/93	7/91	Case Activity Report — Prevention/ Security	7530-01-000-9768	IC	SH	IS	MDC	
PS 7534	6/88	6/88	CON-CON or Coded Shipment Loss Report	7530-01-000-9769	IC	SH	IS	MDC	
PS 7535	6/88	6/88	Case Activity Report — Fraud and Prohibited Mailings	7530-01-000-9795	IC	SH	IS	MDC	
PS 7536	4/88	4/88	Bomb and Bomb Hoax Incident Report	7530-01-000-9796	IC	SH	IS	MDC	
PS 7537	6/88	6/88	Bomb Threat Report	7530-01-000-9797	IC	SH	IS	MDC	
PS 7538	1/97	1/97	Case Activity Report — Audit	7530-01-000-9798	PS	SE	IS	MDC	
PS 7539	1/97	1/97	Systems Review Tracking Network, ISR Input Form	7530-03-000-3589	PS	SH	IS	MDC	

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PS 7540	4/87	4/87	Firearms Permit (card)	7530-03-000-1077	IC	EA	IS	HQO	
PS 7640-B	2/01	2/01	Property Transfer Request Worksheet	7530-03-000-1032	HQ	SH	FAC	IWEB	N/A
PS 8006	5/88	5/88	Uniform Allowance Code Sheet (for Regular, Contract, or Work Clothes Program)	7530-02-000-9225	PS	SH	FIN	MDC, F3	
PS 8007	12/88	12/88	Procurement Quality Feedback Report	7530-01-000-9800	PS	SH	PM	MDC	
PS 8008	12/88	12/88	Regional Delivery Order	7530-03-000-3591	PS	SH	PM	MDC	
PS 8009	6/92	6/92	Lost/Stolen Savings Bond Replacement Request	7530-02-000-7229	PS	SH	ERM	MDC	
PS 8010	1/89	1/89	Field Maintenance Office Evaluation — Field Maintenance Program	7530-01-000-9802	PS	SH	ENG	MDC	
PS 8013	1/92	1/92	Scale Transaction Daily Log	7530-02-000-9229	SD	SH	O	MDC	
PS 8015	7/98	7/98	Plant-Load Vehicle Log	7530-02-000-9236	PU	SH	O	MDC	
PS 8016	7/98	7/98	Plant-Load Mailing Log	7530-02-000-9274	PC	SH	O	MDC	
PS 8017	4/91	3/89	Expedited Plant Load Shipment Record	7530-02-000-9297	DN	SET	O	MDC	N/A
PS 8020	1/94	1/94	Report of Installation (Postmaster or Officer-In-Charge) (3-part set)	7530-02-000-9298	PS	SE	IT	MDC, F3	
PS 8025	2/89	2/89	Consensual Electronic Surveillance Request	7530-01-000-9805	IC	SH	IS	MDC	
PS 8026	6/02	6/02	Expedited Shipment Agreement for Plant-Load Mailings	7530-01-000-9806	PU	SH	NOM	MDC/ IWEB	WWW

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 8027	2/89	2/89	Semiannual Roof Maintenance Inspection Checklist	7530-01-000-9807	PS	SH	ENG	MDC	
PS 8028	3/92	3/92	Personal Statement of Benefits	7530-03-000-1084	SC	SH	ERM	EASC	
PS 8038	7/90	7/90	Employee Statement to Recover Back Pay	7530-01-000-9907	PS	EA	ERM	MDC, F3	
PS 8039	11/96	11/96	Back Pay Decision/Settlement Worksheet	7530-03-000-3789	PS	EA	ERM	MDC, F3	
PS 8040	4/94	9/89	Bulk Mail Acceptance Worksheet (pad/100)	7530-01-000-9906	PC	PD	MKT	MDC	
PS 8046	10/89	10/89	Request for Part-Time or Return to Full-Time Employment	7530-03-000-1086	HQ	EA	ERM	HQO	
PS 8047-X	11/89	11/89	Stamps on Consignment Replenishment and Analysis Record	7530-02-000-9740	PS	EA	MKT	MDC	
PS 8048	8/91	8/91	Commercial Emergency Vehicle Hire	7530-02-000-9746	VM	SH	FIN	MDC	N/A
PS 8049	8/91	8/91	Vehicle Hire Pay Adjustment	7530-02-000-9747	VM	SH	FIN	MDC, F3	
PS 8051	1/97	1/97	Maintenance Selection System Cover Sheet	N/A	PS	EA	ERM	NTA	
PS 8059	5/97	5/97	Request for Relocation Management Firm (RMF) Service	7530-02-000-7232	PS	SH	FIN	MDC, F3	N/A
PS 8061	1/92	1/92	Application for Accelerated Reply Mail	7530-02-000-7233	PO	SE	MKT	MDC	P/F
PS 8064	3/90	3/90	Individual Presort Verifications Proficiency Log	7530-03-000-1087	BC	EA	IB	LOC	
PS 8065	3/90	3/90	Unit Presort Verifications Proficiency Log	7530-03-000-1088	BC	EA	IB	LOC	

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PS 8066	3/90	3/90	Individual Employee Skill Assessment Log	7530-03-000-1089	BC	EA	IB	LOC	
PS 8067	3/90	3/90	Unit Skill Assessment Log	7530-03-000-1090	BC	SH	IB	LOC	N/A
PS 8068	3/90	3/90	Employee Skill Assessment	7530-03-000-1091	BC	EA	IB	LOC	
PS 8069	3/90	3/90	Bypass Mail Log	7530-03-000-1092	BC	EA	IB	LOC	
PS 8072	3/90	3/90	Accounting Period Progress Report	7530-03-000-1095	BC	EA	IB	LOC	
PS 8073	3/90	3/90	Mail Arrival Profile Worksheet	7530-03-000-1096	BC	EA	IB	LOC	
PS 8074	3/90	3/90	Mail On-Hand Profile	7530-03-000-1097	BC	EA	IB	LOC	
PS 8075	3/90	3/90	Mailer Notification Log Sheet for Disqualified Mailing	7530-03-000-1098	BC	EA	IB	LOC	
PS 8076	4/01	3/00	Authorization to Hold Mail	7530-02-000-8028	PU	EA	O	MDC	WWW
PS 8077	3/90	3/90	Equipment Inventory	7530-03-000-1099	BC	EA	MKT	LOC	
PS 8078	5/90	5/90	Scheme Study, Training, Testing and Qualifying (STTQ) Memorandum	7530-02-000-7234	PE	SE	ERM	MDC	
PS 8082	6/90	6/90	Electronic Surveillance Evidence File	7530-02-000-7235	IC	SH	IS	MDC	
PS 8084	1/97	1/97	MSS Update/Setup Form	7530-03-000-1103	PS	EA	ERM	NTA	
PS 8085	1/97	1/97	Employee Maintenance Application	7530-03-000-1104	PS	EA	ERM	NTA	
PS 8086	1/97	1/97	MSS Supervisor Evaluation	7530-03-000-1105	PS	EA	ERM	NTA	
PS 8087	1/97	1/97	MSS Review Panel Evaluation Groups A, B, and D	7530-03-000-1106	PS	EA	ERM	NTA	
PS 8088	1/97	1/97	MSS Review Panel Evaluation Group C ET10	7530-03-000-1107	PS	EA	ERM	NTA	

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PS 8094	10/92	10/92	Answer Sheet for Exam 710	7530-03-000-1113	PS	SE	ERM	NTA	
PS 8096	6/98	7/90	Request to Pay Postage Refunds to Presenter of Mail	7530-03-000-1114	PO	SH	MKT	HQO	N/A
PS 8099	5/00	2/00	Receipt for Recorded Delivery (For Int'l Mail, No Insurance Coverage Provided)	7530-02-000-7238	PU	EA	MKT	MDC	P/F
PS 8105-A	3/97	3/97	Funds Transaction Transfer Report	7530-04-000-0302	PS	SH	FIN	MDC	N/A
PS 8105-B	3/97	3/97	Suspicious Transaction Report (STR)	7530-04-000-0303	PS	SH	FIN	MDC	N/A
PS 8106	2/91	1/91	Letter Bill Exchange of Mail CN 31 (Manual Version)	7530-02-000-7513	XO	SE	IB	MDC	
PS 8107	10/92	5/92	Air Parcel Post	7530-02-000-7245	AE	SH	IB	MDC	
PS 8108	1/91	1/91	Verification Note Bulletin de Verification CN 43	7530-02-000-7246	XO	SE	IB	MDC	
PS 8112	1/91	1/91	International Parcel Post Verification Note CP 78 (formerly CP-13) (Manual Version)	7530-02-000-7250	XO	SE	IB	MDC	
PS 8113	9/90	9/90	Contractor Request for Change, Deviation, or Waiver	7530-03-000-1117	PS	EA	ENG	HQO	
PS 8113-A	9/90	9/90	Contractor Request for Change, Deviation, or Waiver (continuation sheet)	7530-03-000-1118	PS	EA	ENG	HQO	
PS 8114	4/98	4/98	Subpoena Office of Administrative Law Judges	7530-03-000-1119	HQ	EA	JD	R	

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PS 8115	10/90	10/90	Claim for Discount for Bulk Sale of Art/Pictorial Postal Cards	7530-03-000-1120	PS	EA	MKT	HQO	
PS 8117	1/91	1/91	Statement of Net Weight of Airmail (AV-2) (Manual Version)	7530-02-000-7251	XO	SE	IB	MDC	
PS 8123-A	4/91	4/91	Annual Report of Evaluations for Postal Facilities Under 6,500 Square Feet	7530-02-000-7254	PS	EA	MKT	MDC	
PS 8124	6/02	6/02	Award Report	N/A	PS	SH	FIN	IWEB	N/A
PS 8125	10/01	10/01	Plant-Verified Drop Shipment (PVDS) Verification and Clearance	7530-02-000-7255	PU	EA	MKT	MDC, IWEB	WWW
PS 8125-C	8/01	8/01	Plant-Verified Drop Shipment (PVDS) Consolidated Verification and Clearance	N/A	PU	SH	P&PD	WWW	WWW
PS 8125-CD	1/01	1/01	Plant-Verified Drop Shipment (PVDS) Consolidated Verification and Clearance — DSMS	N/A	PU	SH	P&PD	HQO	HQO
PS 8125-CP	6/00	6/00	Drop Shipment (PVDS) Verification and Clearance for Periodicals Paid	N/A	PU	SH	MKT	HQO	N/A
PS 8126	9/01	9/01	Consolidated Originating RPW Test	7530-02-000-7256	PS	PD	FIN	MDC	N/A
PS 8127	7/94	7/94	Rural Carrier Supplemental Payment	7530-02-000-8685	PS	SH	FIN	MDC	
PS 8130	6/01	6/01	Vending Equipment Sales and Service Daily Activity Log	7530-02-000-9839	PS	EA	RET	IWEB	N/A
PS 8131	9/94	9/94	Customer Address Data Base Modification	7530-03-000-1125	PS	EA	O	LOC	

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PS 8132	9/91	9/91	International Surface Mail Document Envelope	7530-02-000-8185	PO	EA	IB	MDC	
PS 8133	3/92	3/92	Postal-Related Merchandise Inventory Report	7530-03-000-1126	PS	EA	MKT	LOC	
PS 8134	3/92	3/92	Postal-Related Merchandise Quarterly Report	7530-03-000-1127	PS	EA	MKT	LOC	
PS 8139	10/92	10/92	Your Role in Protecting the Security of the United States Mail	7530-03-000-9034	PO	SH	IS	MDC, FF	
PS 8139-A	7/92	7/92	Telephone Requirements — Large Systems (13–5,000 instruments)	7530-03-000-1131	PS	SE	IT	HQO, F3	
PS 8139-B	7/92	7/92	Telephone Requirements — Small Systems (2–12 instrument)	7530-03-000-1132	PS	SE	IT	HQO, F3	
PS 8141	3/92	3/92	Notice to Noncareer Employees Eligible to Enroll in FEHB	7530-02-000-7484	PS	SH	ERM	MDC	
PS 8143	4/96	4/96	Equipment Checklist and Followup Review	N/A	PS	SH	O	LOC	
PS 8144	5/92	5/92	Stamp Discrepancy Report	N/A	PO	SH	MKT	LOC	
PS 8145	1/93	1/93	Contract Vehicle Inspection Report	7530-03-000-9105	DN	SE	O	MDC	
PS 8150	1/93	1/93	International Mail Loss Report	7530-03-000-9155	AM	SH	IS	MDC	
PS 8150-S	9/98	9/98	Reporte de Irregularidades en el Manejo del Correo Global	N/A	PS	SH	IS	HQO	N/A
PS 8151	7/94	7/94	Answer Sheet for Test 460	7530-03-000-1134	PS	EA	ERM	NTA	
PS 8151-S	7/94	7/94	Sample Answer Sheet for Test 460	7530-03-000-1135	PS	EA	ERM	NTA	

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PS 8152	6/93	6/93	Employee Daily Activity Card — MARS Form 3	7530-03-000-9249	PS	EA	ENG	MDC	
PS 8155	7/94	7/94	Answer Sheet for Test 470	7530-03-000-1136	PS	EA	ERM	NTA	
PS 8156	6/93	6/93	Confined Space Inventory & Atmospheric Hazards Evaluation	N/A	PS	SH	ERM	LOC	
PS 8157	6/93	6/93	Delivery Activity Report Notification	7530-03-000-1137	PS	EA	MKT	HQO	
PS 8158	4/01	12/97	MMS Sampling/Postage Adjustment Worksheet Batch Manifest Mailings	7530-04-000-3018	PU	EA	P&PD	MDC, IWEB	WWW
PS 8159	4/01	12/97	MMS Sampling/Postage Adjustment Worksheet (Single-Piece Rate Mailings)	7530-03-000-9242	PU	EA	P&PD	MDC, IWEB	WWW
PS 8160	4/01	12/97	MMS Sampling/Postage Adjustment Worksheet (Standard Mail (A) Piece and Piece/Pound Rate Mailings)	7530-03-000-9243	PU	EA	P&PD	MDC, IWEB	WWW
PS 8161	4/01	12/97	MMS Sampling/Postage Adjustment Worksheet (Bulk Rate Bound Printed Matter Mailings)	7530-03-000-9244	PU	EA	P&PD	MDC, IWEB	WWW
PS 8162	7/93	7/93	Capital Property Record	7530-03-000-1138	PS	SH	IT	LOC	
PS 8163	7/02	7/02	Request for Fiscal Year 2001 Expense Accrual	7530-03-000-1139	PS	EA	FIN	MDC/ IWEB	N/A
PS 8164	10/93	10/93	Search Warrant Inventory	7530-03-000-9400	PS	EA	IS	MDC	
PS 8165	1/99	1/99	Mail Fraud Report	7530-03-000-9387	PS	EA	IS	MDC	P/F

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 8166	9/96	9/96	PCES-I Recognition Award Recommendation	7530-04-000-6182	PS	SH	ERM	MDC	N/A
PS 8167	1/02	1/02	PCES Recognition Authorization or Vice President Award Authorization for PCES in EAS	N/A	PS	SH	FIN	IWEB, FF	N/A
PS 8168	1/01	1/01	Individual EAS Recognition/Awards Program Authorization	N/A	PS	SH	ERM	IWEB, FF	N/A
PS 8169	11/98	11/98	EAS Team Recognition Authorization	N/A	PS	SH	ERM	FF	N/A
PS 8170	5/98	5/98	Freedom of Information Act and Privacy Act Request Report	N/A	PS	EA	FIN	HQO	N/A
PS 8171	4/01	4/01	Quarterly MMS Accuracy Worksheet	7530-05-000-4498	PU	EA	P&PD	MDC, IWEB	N/A
PS 8172	4/01	4/01	MVRP Quarterly MMS Accuracy Worksheet	7530-05-000-4497	PU	EA	P&PD	MDC, IWEB	N/A
PS 8174	7/95	7/95	Assault and Threat Specialty Report	7530-03-000-4963	IC	EA	IS	MDC	
PS 8175	6/94	6/94	International Direct Entry Statement	N/A	AE	EA	P&PD	HQO	
PS 8177	10/94	10/94	Answer Sheet for Test 630	N/A	HQ	EA	DIV	HQO	
PS 8179-C	12/95	12/95	Individual Development Plan	N/A	PS	EA	ERM	HQO, F3	
PS 8180	11/94	11/94	Request for Return Authorization	N/A	PS	EA	IT	LOC	
PS 8181	12/94	12/94	Project Service Agreement (PSA)	N/A	PS	EA	IT	HQO, F3	
PS 8182	2/95	2/95	Radio Frequency Request	N/A	PS	SH	IT	NNS	

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PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 8184	4/00	4/00	Zone Chart Data & DMM Module L Labeling List Order Form	N/A	PU	SH	O	IWEB	WWW
PS 8185	1/99	1/99	Vending Equipment License Agreement	7530-03-000-9760	PS	SH	PUR	MDC	N/A
PS 8187	6/96	6/96	Hazardous and Regulated Substance Release Notification	7530-03-000-7830	PS	SH	ENG	MDC, F3	
PS 8190	6/02	6/02	USPS-NALC Joint Step A Grievance Form	7510-05-000-4168	PS	SH	LR	MDC, IWEB	N/A
PS 8191	2/96	2/96	USPS-NRLCA Joint Step 1 Grievance Form	7610-03-000-6538	PO	SH	LR	MDC	
PS 8192	4/01	4/01	FEDSTRIP/ Address Activity Code Request	7530-04-000-6424	PS	EA	PM	IWEB	N/A
PS 8193	4/96	4/96	Consent to Search	7530-04-000-5224	PS	SH	IS	MDC	N/A
PS 8194	10/97	10/97	Record of Environmental Consideration	7530-03-000-7585	PS	SH	FAC	FF	N/A
PS 8195	4/96	4/96	Operational Environmental Checklist	7530-03-000-7586	PS	EA	ENG	MDS, F3	
PS 8200	11/99	11/99	Flexible Spending Account Enrollment Form	7530-02-000-9846	PS	SE	ERM	HQO	N/A
PS 8201	2/02	2/02	Pre-Tax Health Insurance Premium Waiver/ Restoration Form	7530-03-000-8834	PS	ST	ERM	HQO	N/A
PS 8202	2/02	2/02	Pre-Tax Health Insurance Premium Election/Waiver Form for Noncareer Employees	7530-03-000-8301	PS	st	ERM	HQO	N/A
PS 8203	1/97	1/97	Order/Solicitation/ Offer/Award	7530-03-000-9590	PS	EA	PM	F3	

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 8210	11/97	11/97	Work Authorization — Asbestos	N/A	PS	EA	FAC	F3	
PS 8215	2/98	2/98	Statistical Programs Employee Training Profile	N/A	PS	SH	FIN	FF	N/A
PS 8216	2/98	2/98	Statistical Programs Planning Calendar for Monitoring Data Collectors	N/A	PS	SH	FIN	FF	N/A
PS 8217	1/01	1/01	Administrative Vehicle Take-Home Authorization	N/A	PS	SH	FIN	IWEB	N/A
PS 8220	1/02	1/02	EAS Merit Performance Evaluation	N/A	PS	EA	ERM	IWEB	N/A
PS 8230-X	6/02	6/02	Authorization for Payment	N/A	TST	SH	FIN	HQO	N/A

4 International Documents

Listed by Postal Service Identification Number

International mail is mail that originates in the United States for delivery in a foreign country or mail that is addressed for delivery in the United States that originated in a foreign country. Member countries of the Universal Postal Union (UPU) have agreed to use certain documents in the processing and delivery of mail. In conjunction with that agreement, the Postal Service uses both directives and forms to help process and deliver international mail. The following table is a listing of the Postal Service documents that pertain to international mail. These documents are listed by their Postal Service Identification Number (PSIN). The UPU identifier, if applicable, is also included.

PSIN	UPU Number	Edition Date	Title	Stock Number	USPS Source	Org.
HBK F-59		6/92	International Exchange Office Procedures	7610-02-000-9915	MDC	FIN
HBK F-63		8/92	UCAN Terminal Dues System	7610-02-000-9916	MDC	FIN
HBK F-64		8/92	CEPT Terminal Dues System	7610-02-000-9917	MDC	FIN
HBK MS-143		12/94	Military International Dispatch and Accountability System (MIDAS)	7610-03-000-4287	MDC	ENG
HBK PO-103		3/88	INTELPOST Service Procedures	7610-03-000-0361	HQO	IB
HBK T-5		3/99	International Mail Operations	7610-03-000-4212	MDC	IB
LAB 19-A		4/97	Par Avion Air Mail	7690-02-000-8745	MDC	IB
LAB 19-B		4/97	Air Mail Par Avion	7690-02-000-8746	MDC	IB
LAB 57		4/89	Express Special Delivery	7690-02-000-9913	MDC	P&PD
LAB 155		7/93	Express Mail International Service	7690-03-000-9258	MDC	IB
MAN IMM		5/30/99	International Mail Manual	7610-02-000-9904	MDC, IWEB, PE	IB
NOT 266		1/90	INTELPOST Dial-In Service	7610-01-000-9757	MDC	IB

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PSIN	UPU Number	Edition Date	Title	Stock Number	USPS Source	Org.
POS 19		9/91	Mail Early — Military and International Mail	7690-03-000-0419	HQO	OS
POS 51		5/30/99	International Rates and Fees	7610-01-000-9149	MDC	IB
POS 123-L		5/99	Postal Rates and Fees	7690-03-000-4150	MDC	MKT
POS 123-S		5/99	Postal Rates and Fees	7690-03-000-4151	MDC	MKT
POS 263-A		9/90	Mexico Money Order Service	7690-03-000-0429	HQO	IB
POS 263-B		9/90	Mexico Money Order Service	7690-03-000-0430	HQO	IB
POS 297		12/95	International Postal Money Orders	N/A	MDC	IB
POS 297-S		12/95	International Postal Money Orders (Spanish)	N/A	MDC	IB
PS 468-A		12/91	Highway Transportation Contract — Bid or Renewal Worksheet	7530-03-000-8949	MDC	OS
PS 540	CN 21	7/71	Inquiry — Registered Article Notice	7530-03-000-0511	HQO	MKT
PS 542	CN 08	5/91	Inquiry About a Registered Article or an Insured Parcel or an Ordinary Parcel	7530-02-000-7216	MDC	MKT
PS 543		2/85	Acknowledgement of Inquiry on International Mail	7530-03-000-0512	HQO	MKT
PS 543-NY		1/94	Acknowledgement of Inquiry on International Mail — New York	7530-03-000-0513	ICO	MKT
PS 548		6/81	No Dispatch Particulars	7530-03-000-0514	HQO	MKT
PS 548-NY		9/92	No Dispatch Particulars — New York	7530-03-000-0525	ICO	MKT
PS 549		7/81	Acknowledgement of Inquiry from Foreign Administration	7530-03-000-0516	HQO	MKT
PS 549-NY		9/92	Acknowledgement of Inquiry from Foreign Administration — New York	7530-03-000-0517	ICO	MKT
PS 607		2/92	Suspense File Worksheet — NYICIO	7530-03-000-0526	ICO	MKT
PS 607-SF		2/92	Suspense File Worksheet — San Francisco	7530-03-000-0527	ICO	MKT
PS 663		2/92	Instructions Concerning International Mail	7530-03-000-0532	ICO	MKT
PS 663-SF		2/92	Instructions Concerning International Mail — San Francisco	7530-03-000-0533	ICO	MKT
PS 664		2/92	Request for Dispatch/Receipt Data	7530-03-000-0534	ICO	MKT
PS 664-A		8/87	Second Request for Dispatch/Receipt Data	7530-03-000-0535	HQO	MKT
PS 665		1/85	Reply to Inquiry Concerning International Mail	7530-03-000-0536	HQO	MKT

PSIN	UPU Number	Edition Date	Title	Stock Number	USPS Source	Org.
PS 665A-NY		9/92	Reply to Inquiry Concerning International Mail — New York	7530-03-000-0537	ICO	MKT
PS 666		3/82	Return of Form Concerning International Mail	7530-03-000-0538	HQO	MKT
PS 666-NY		9/92	Return of Form Concerning International Mail — New York	7530-03-000-0539	ICO	MKT
PS 666-C		4/83	Return of Form Concerning Canadian Mail	7530-03-000-0540	HQO	MKT
PS 666-C-NY		10/92	Return of Form Concerning Canadian Mail — New York	7530-03-000-0541	ICO	MKT
PS 668		2/92	Request for Delivery Data — New York	7530-03-000-0542	ICO	MKT
PS 668-A		2/92	Second Request for Delivery Data	7530-03-000-0543	ICO	MKT
PS 668-SF		2/92	Request for Delivery Data — San Francisco	7530-03-000-0544	ICO	MKT
PS 669		6/80	Notice of Forwarded International Mail	7530-03-000-0545	HQO	MKT
PS 669-NY		9/92	Notice of Forwarded International Mail — New York	7530-03-000-0546	ICO	MKT
PS 670		6/81	International Mail Reverse Trace Ordinary	7530-03-000-0547	HQO	MKT
PS 673		5/91	Report of Rifled Parcel	7530-03-000-3733	MDC	IS
PS 677		2/92	Followup on International Mail Inquiry	N/A	ICO	MKT
PS 677-SF		2/92	Followup on International Mail Inquiry — San Francisco	7530-03-000-0549	ICO	MKT
PS 1291		3/71	International Indemnity Claim Information	7530-03-000-0604	HQO	MKT
PS 1572		11/91	Inquiry About Receipt of International Mail	7530-01-000-9362	MDC	MKT
PS 1957-A		5/89	International Airmail Tag Request	7530-01-000-9483	MDC	IB
PS 1957-B		4/82	Request for International Tags	7530-01-000-9484	MDC	IB
PS 1957-T		10/86	International Tray Label Request	7530-01-000-9488	MDC	IB
PS 2734-B		4/97	Air Transportation Pay and Routing Adjustment — International and Military Mail	7530-02-000-7184	MDC	IB
PS 2759		6/98	Report of Irregular Handling of Mail	7530-01-000-9756	MDC	IB
PS 2766		8/91	Summary of Mail Handling Irregularities	7530-02-000-8183	MDC	OS
PS 2831		6/80	Request for Return Dispatch Particulars	7530-03-000-0800	HQO	MKT
PS 2832		6/81	Reasons for Returning C-9	7530-03-000-0801	HQO	MKT

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PSIN	UPU Number	Edition Date	Title	Stock Number	USPS Source	Org.
PS 2833		2/92	Request for Further Information on International Mail	7530-03-000-0802	ICO	MKT
PS 2834-A		6/80	International Transit Mail — No Dispatch	7530-03-000-0804	HQO	MKT
PS 2835-I		6/80	No Reply From Foreign Administration	7530-03-000-1196	HQO	IB
PS 2836		1/81	Reverse Trace Information Request	7530-03-000-0806	HQO	MKT
PS 2855		9/97	Claim for Indemnity — International Registered, Insured, and Express Mail	7530-01-000-9771	MDC	IB
PS 2860		4/83	Instructions Concerning International Claims	7530-03-000-0810	HQO	MKT
PS 2860-A		6/80	Second Request Concerning International Claims	7530-03-000-0811	HQO	MKT
PS 2860-NY		10/92	Instructions Concerning International Claims — New York	7530-03-000-0812	ICO	MKT
PS 2861		8/89	Express Mail International Service Inquiry (automated only)	N/A	HQO	MKT
PS 2865	CN 07	2/97	Return Receipt for International Mail	7530-01-000-9775	MDC	IB
PS 2870		11/90	International Claim Jacket	7530-03-000-0813	HQO	IB
PS 2906		4/99	Steamship Notice — Departure Information	7530-01-000-9784	MDC	OS
PS 2907		5/91	Export/Shipper International Exchange Office Dock/Mail Receipt	7530-01-000-9785	MDC	OS
PS 2911		12/81	Return to Sender	7530-01-000-9787	MDC	MKT
PS 2923	CN 17	1/86	Request for Return or Change of Address	7530-03-000-0814	HQO	MKT
PS 2925		10/91	U.S.A./Canada Surface Mail Exchange	N/A	HQO	MKT
PS 2926		1/86	Sender's Request for Recall or Change of Address for International Mail	7530-03-000-3586	MDC	MKT
PS 2927		1/80	Dispatch Record — Foreign Transit Closed Mails	7530-03-000-3587	MDC	OS
PS 2932		2/97	Customs Collections Summary	7530-03-000-3588	MDC	FIN
PS 2933		2/97	Register of Uncollected Customs Charges	7530-01-000-9792	MDC	FIN
PS 2937		6/93	Importer's Objections	7530-01-000-9793	MDC	MKT
PS 2941	CN 41	3/98	Delivery Bill — Bordereau C 18bis (Computerized)	7530-01-000-9794	MDC	OS
PS 2942	CN 38	7/98	Delivery List (AV-7)	7530-01-000-9810	MDC	IB
PS 2942-A	CN 38	11/92	Military Mail (AV-7)	7530-01-000-9811	MDC	OS

PSIN	UPU Number	Edition Date	Title	Stock Number	USPS Source	Org.
PS 2943	CN 33	1/96	Special List — Registered Items	7530-01-000-9812	MDC	OS
PS 2943-A	CN 33	4/91	Special List — Registered Items	7530-02-000-8207	MDC	OS
PS 2944		6/71	Receipt for Customs Duty Mail	7530-01-000-9814	MDC	MKT
PS 2947-A		4/86	Notice — Short Paid International Mail	7530-01-000-9816	MDC	MKT
PS 2948		6/80	Notice — International Mail Irregularity	7530-03-000-3556	MDC	MKT
PS 2950		4/82	Load Record — Outbound	7530-01-000-9820	MDC	FIN
PS 2960		1/75	Inventory Record	7530-01-000-9821	MDC	FIN
PS 2963		3/75	Statement of Mail Movement	7530-01-000-9823	MDC	OS
PS 2964	CP 93	5/81	Quarterly Account — International Parcels Exchanged	7530-03-000-3550	MDC	OS
PS 2968	CP 86	2/97	Parcel Bill	7530-03-000-3562	MDC	OS
PS 2968-K		6/80	Air Parcel Post	N/A	HQO	OS
PS 2970	CN 31	2/97	Letter Bill-Exchange of Mail	7530-01-000-9831	MDC	OS
PS 2976	CN 22	6/97	Customs — Sender's Declaration	7530-01-000-9833	MDC	IB
PS 2976-A	CP 72	11/96	Customs Declaration and Dispatch Note	7530-01-000-9834	MDC	IB
PS 2976-E	CP 91	11/96	Customs Declaration Envelope	7530-03-000-5174	MDC	IB
PS 2988	CN 37	1/91	Delivery Bill — Waybill (Computerized)	7530-01-000-9835	MDC	OS
PS 2988-M	CN 37	1/91	Delivery Bill — Waybill (Manual)	7530-02-000-7186	TMD	OS
PS 2989	CP 88	1/91	Special Parcel Bill (Computerized)	7530-01-000-9836	MDC	OS
PS 2990	CP 78	1/91	International Parcel Post Verification Note (Computerized)	7530-01-000-9837	MDC	OS
PS 2993		4/88	Returned or Redirected Parcels	7530-01-000-9838	MDC	OS
PS 3325-A		11/90	International Sales Order	7530-03-000-0892	PHL	MKT
PS 3541-S		1/96	Supplement Sheet for International Mail Volume for Selected Countries	7530-03-000-6515	MDC	MKT
PS 3650		2/98	Statement of Mailing — International Surface Airlift	7530-02-000-9024	MDC	MKT
PS 3651		5/99	International Statement of Mailing with Permit Imprints and Bulk Letters to Canada with Permit	7530-02-000-8043	MDC	MKT
PS 3651-C		5/99	International Statement of Mailing — Valuepost/Canada	7530-02-000-9021	MDC	MKT
PS 3652		4/99	Statement of Mailing — International Priority Airmail	7530-02-000-9028	MDC	MKT

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PSIN	UPU Number	Edition Date	Title	Stock Number	USPS Source	Org.
PS 3653		5/99	Statement of Mailing — Global Priority Mail Permit Imprint	7610-03-000-6970	MDC	IB
PS 3653-B		11/96	Statement of Mailing — Global Priority Mail (Billing)	7530-03-000-8760	HQO	IB
PS 3813-P		9/91	Receipt for Insured Mail — Domestic-International (label)	7530-02-000-9057	MDC	MKT
PS 3817		3/89	Certificate of Mailing (label)	7530-02-000-9065	MDC	MKT
PS 4794		10/78	Unserviceable/Repairable (tag)	7530-02-000-9322	MDC	ENG
PS 5006		3/97	Dinero Seguro Payment Order Application	7530-03-000-8649	MDC	MKT
PS 5007		3/97	Dinero Seguro Change of Recipient Receipt	7530-03-000-8647	MDC	MKT
PS 5008		3/97	Dinero Seguro Action Form	7530-03-000-8650	MDC	MKT
PS 5009		3/97	Dinero Seguro Refund Request	7530-03-000-8651	MDC	MKT
PS 5010		3/97	Dinero Seguro Clerk Evaluation	7530-03-000-8648	MDC	MKT
PS 5626		6/95	Express Mail International Service Delivery Receipt for Inbound EMS Items Only	7530-02-000-9933	MDC	MKT
PS 5674		1/91	Express Mail International Service Manifest	7530-02-000-9511	MDC	OS
PS 6684		3/83	Inquiry Concerning International Money Order Issued in the United States	N/A	HQO	FIN
PS 8106	CN 31	2/91	Letter Bill Exchange of Mail C12 (Manual Version)	7530-02-000-7513	MDC	OS
PS 8107	CP 87	10/92	Air Parcel Post	7530-02-000-7245	MDC	IB
PS 8108	CN 43	1/91	Verification Note/Bulletin de Verification	7530-02-000-7246	MDC	OS
PS 8112	CP 78	1/91	International Parcel Post Verification Note	7530-02-000-7250	MDC	OS
PS 8117	CN 65	1/91	Statement of Net Weight of Airmail (manual)	7530-02-000-7251	MDC	OS
PS 8132		9/91	International Surface Mail Document Envelope	7530-02-000-8185	MDC	OS
PS 8150		1/93	International Mail Loss Report	7530-03-000-9155	MDC	IS
PS 8175		6/94	International Direct Entry Statement	N/A	HQO	P&PD
PUB 31		8/97	International Surface Air Lift (ISAL) Service Guide	7610-03-000-9269	MDC	IB
PUB 51		5/99	International Postal Rates and Fees	7610-01-000-9815	MDC	IB

PSIN	UPU Number	Edition Date	Title	Stock Number	USPS Source	Org.
PUB 82-A		12/89	INTELPOST Service Directory And User's Guide	7610-03-000-3750	MDC	IB
PUB 122-A		10/92	Customer Guide to Filing Inquiries and Claims on International Mail	7610-02-000-9934	MDC	P&PD
PUB 123		5/99	Consumer's Guide to Postal Rates and Fees	7610-03-000-5306	MDC	MKT
PUB 273		1/96	Express Mail International Service (Service Guide)	7610-01-000-9877	MDC	IB
PUB 410		9/88	Combining More Than One Second-Class Publication	7610-02-000-9034	MDC	P&PD
PUB 507		8/97	International Priority Airmail (IPA) Service Guide	7610-03-000-9023	MDC	IB
PUB 513		2/98	International Business Reply Service Guide	7610-02-000-7161	MDC	IB
PUB 517		6/98	Valuepost Service Guide	7610-03-000-9274	MDC	IB
PUB 543		2/95	Express Mail Service	7610-03-000-4605	EPM	MKT
PUB 546		2/99	Sweepstakes Advertising	7610-03-000-4600	MDC	IS
TAG 8		6/95	Global Priority Mail	7690-03-000-9498	MDC	IB
TAG 10		8/96	Supposed Liable to Customs Duty	7690-01-000-9236	MDC	IB
TAG 16		10/95	SAM	7690-03-000-9179	MDC	OS
TAG 17		4/96	MOM	7690-02-000-9020	MDC	IB
TAG 18		1/94	PAL	7690-03-000-9178	SMD	OS
TAG 115		6/93	International Priority Airmail	7690-03-000-9169	MDC	IB
TAG 135-B		4/98	U.S. Mail White w/o State	7690-01-000-9257	MDC	OS
TAG 135-E		6/78	U.S. Mail White/Red w/o State	7690-01-000-9258	MDC	OS
TAG 155	CN 36	1/97	Surface Airlift Mail	7690-03-000-9238	MDC	IB
TAG 155-AMS	CN 36	1/97	Surface Airlift Mail — Amsterdam	7690-01-000-9263	MDC	IB
TAG 155-BRU	CN 36	1/97	Surface Airlift Mail — Brussels	7690-03-000-9272	MDC	IB
TAG 155-BUE	CN 36	1/97	Surface Airlift Mail — Buenos Aires	7690-03-000-3639	MDC	IB
TAG 155-CCS	CN 36	11/94	Surface Airlift Mail — Caracas	7690-01-000-9266	MDC	IB
TAG 155-DEL	CN 36	10/96	Surface Airlift Mail — Delhi	7690-03-000-3659	MDC	IB
TAG 155-DHA	CN 36	2/94	Surface Airlift Mail — Dhahran	7690-01-000-9278	MDC	IB
TAG 155-FRA	CN 36	11/94	Surface Airlift Mail — Frankfurt	7690-03-000-3623	MDC	IB
TAG 155-LON	CN 36	2/94	Surface Airlift Mail — London	7690-01-000-3615	MDC	IB

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PSIN	UPU Number	Edition Date	Title	Stock Number	USPS Source	Org.
TAG 155-MAD	CN 36	11/94	Surface Airlift Mail — Madrid	7690-01-000-9284	MDC	IB
TAG 155-MEX	CN 36	11/94	Surface Airlift Mail — Mexico City	7690-03-000-9172	MDC	IB
TAG 155-MNL	CN 36	11/94	Surface Airlift Mail — Manila	7690-01-000-9285	MDC	IB
TAG 155-MOJ	CN 36	6/95	Surface Airlift Mail — Moji	7690-03-000-4821	MDC	IB
TAG 155-NAH	CN 36	6/95	Surface Airlift Mail — Naha	7690-03-000-4819	MDC	IB
TAG 155-OSA	CN 36	6/95	Surface Airlift Mail — Osaka	7690-03-000-4820	MDC	IB
TAG 155-PAR	CN 36	6/94	Surface Airlift Mail — Paris	7690-01-000-9286	MDC	IB
TAG 155-RIO	CN 36	10/94	Surface Airlift Mail — Rio de Janeiro	7690-03-000-3614	MDC	IB
TAG 155-ROM	CN 36	10/96	Surface Airlift Mail — Rome	7690-02-000-7305	MDC	IB
TAG 155-SIN	CN 36	11/94	Surface Airlift Mail — Singapore	7690-03-000-3823	MDC	IB
TAG 155-SYD	CN 36	11/94	Surface Airlift Mail — Sydney	7690-01-000-9286	MDC	IB
TAG 155-TYO	CN 36	10/96	Surface Airlift Mail — Tokyo	7690-01-000-9290	MDC	IB
TAG 155-YOK	CN 36	6/95	Surface Airlift Mail — Yokohama	7690-03-000-4818	MDC	IB
TAG 158		4/98	M-Bag Addressee Tag	7690-03-000-9135	MDC	P&PD
TAG 177	CN 42	2/90	Direct Transfer	7690-03-000-3762	MDC	OS
TAG 178	CN 35	2/97	UPU CN 35 Tag (white)	7690-02-000-7102	MDC	IB
TAG 179	CN 35	1/98	UPU AV-8 Sac Vides Tag (green)	7690-02-000-7103	MDC	OS
TAG 181	CN 34	9/96	UPU CN 34/C-28 Sack Tag (blue)	7690-02-000-7105	MDC	IB
TAG 182	CN 34	3/97	UPU CN 34 Sack Tag (green)	7690-02-000-7106	MDC	IB
TAG 183	CP 83/ 84	9/97	Surface Parcel Sack Tag (ivory)	7690-02-000-7107	MDC	IB
TAG 186		3/94	International Express Mail	7690-02-000-7109	MDC	IB
TAG 187	CN 35	7/96	UPU CN 35/AV 8 Sack Tag	7690-02-000-7110	MDC	IB
TAG 188		1/97	International Direct Entry Service	N/A	HQO	IB
TAG 2705		6/93	Same Day Airport Service	7690-03-000-9083	MDC	OS

Listed by Universal Postal Union Number

International mail is mail that originates in the United States for delivery in a foreign country or mail that is addressed for delivery in the United States that originated in a foreign country. Member countries of the Universal Postal Union (UPU) have agreed to use certain documents in the processing and delivery of mail. In conjunction with that agreement, the Postal Service uses both directives and forms to help process and deliver international mail. As a reference, the following table lists the Postal Service documents that have a UPU identifier.

UPU Number	PS Number	Edition Date	Title	NSN	USPS Source	Org.
CN 07	PS 2865	2/97	Return Receipt for International Mail	7530-01-000-9775	MDC	IB
CN 08	PS 542	5/91	Inquiry About a Registered Article or an Insured Parcel or an Ordinary Parcel	7530-02-000-7216	MDC	MKT
CN 17	PS 2923	1/86	Request for Return or Change of Address	7530-03-000-0814	HQO	MKT
CN 21	PS 540	7/71	Inquiry — Registered Article Notice	7530-03-000-0511	HQO	MKT
CN 22	PS 2976	6/97	Customs — Sender's Declaration	7530-01-000-9833	MDC	MKT
CN 23	PS 2976-A	11/96	Customs Declaration and Dispatch Note	7530-01-000-9834	MDC	IB
CN 31	PS 2970	2/97	Letter Bill-Exchange of Mail	7530-01-000-9831	MDC	OS
CN 31	PS 8106	2/91	Letter Bill Exchange of Mail C12 (Manual Version)	7530-02-000-7513	MDC	OS
CN 33	PS 2943	1/96	Special List — Registered Items	7530-01-000-9812	MDC	OS
CN 33	PS 2943-A	4/91	Special List — Registered Items	7530-02-000-8207	MDC	OS
CN 34	TAG 181	9/96	UPU CN 34/C-28 Sack Tag (blue)	7690-02-000-7105	MDC	IB
CN 34	TAG 182	3/97	UPU CN 34 Sack Tag (green)	7690-02-000-7106	MDC	IB
CN 35	TAG 178	2/97	UPU CN 35 Tag (white)	7690-02-000-7102	MDC	IB
CN 35	TAG 179	1/98	UPU AV-8 Sac Vides Tag (green)	7690-02-000-7103	MDC	OS
CN 35	TAG 187	7/96	UPU CN 35/AV 8 Sack Tag	7690-02-000-7110	MDC	IB
CN 36	TAG 155	1/97	Surface Airlift Mail	7690-03-000-9238	MDC	IB
CN 36	TAG 155-AMS	1/97	Surface Airlift Mail — Amsterdam	7690-01-000-9263	MDC	IB
CN 36	TAG 155-BRU	1/97	Surface Airlift Mail — Brussels	7690-03-000-9272	MDC	IB
CN 36	TAG 155-BUE	1/97	Surface Airlift Mail — Buenos Aires	7690-03-000-3639	MDC	IB
CN 36	TAG 155-CCS	11/94	Surface Airlift Mail — Caracas	7690-01-000-9266	MDC	IB

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UPU Number	PS Number	Edition Date	Title	NSN	USPS Source	Org.
CN 36	TAG 155-DEL	10/96	Surface Airlift Mail — Delhi	7690-03-000-3659	MDC	IB
CN 36	TAG 155-DHA	2/94	Surface Airlift Mail — Dhahran	7690-01-000-9278	MDC	IB
CN 36	TAG 155-FRA	1/97	Surface Airlift Mail — Frankfurt	7690-03-000-3623	MDC	IB
CN 36	TAG 155-LON	2/94	Surface Airlift Mail — London	7690-01-000-3615	MDC	IB
CN 36	TAG 155-MAD	11/94	Surface Airlift Mail — Madrid	7690-01-000-9284	MDC	IB
CN 36	TAG 155-MEX	11/94	Surface Airlift Mail — Mexico City	7690-03-000-9172	MDC	IB
CN 36	TAG 155-MNL	11/94	Surface Airlift Mail — Manila	7690-03-000-9285	MDC	IB
CN 36	TAG 155-MOJ	6/95	Surface Airlift Mail — Moji	7690-03-000-4821	MDC	IB
CN 36	TAG 155-NAH	6/95	Surface Airlift Mail — Naha	7690-03-000-4819	MDC	IB
CN 36	TAG 155-OSA	6/95	Surface Airlift Mail — Osaka	7690-03-000-4820	MDC	IB
CN 36	TAG 155-PAR	6/94	Surface Airlift Mail — Paris	7690-01-000-9286	MDC	IB
CN 36	TAG 155-RIO	10/94	Surface Airlift Mail — Rio de Janeiro	7690-03-000-3614	MDC	IB
CN 36	TAG 155-ROM	10/96	Surface Airlift Mail — Rome	7690-02-000-7305	MDC	IB
CN 36	TAG 155-SIN	11/94	Surface Airlift Mail — Singapore	7690-03-000-3823	MDC	IB
CN 36	TAG 155-SYD	11/94	Surface Airlift Mail — Sydney	7690-01-000-9286	MDC	IB
CN 36	TAG 155-TYO	10/96	Surface Airlift Mail — Tokyo	7690-01-000-9290	MDC	IB
CN 36	TAG 155-YOK	6/95	Surface Airlift Mail — Yokohama	7690-03-000-4818	MDC	IB
CN 37	PS 2988	1/91	Delivery Bill — Waybill (Computerized)	7530-01-000-9835	MDC	OS
CN 37	PS 2988-M	1/91	Delivery Bill — Waybill (Manual)	7530-02-000-7186	TMD	OS
CN 38	PS 2942	7/98	Delivery List (AV-7)	7530-01-000-9810	MDC	OS
CN 38	PS 2942-A	11/92	Military Mail AV-7	7530-01-000-9811	MDC	OS
CN 41	PS 2941	3/98	Delivery Bill — Bordereau C 18bis (Computerized)	7530-01-000-9794	MDC	OS
CN 42	TAG 177	2/90	Direct Transfer	7690-03-000-3762	MDC	OS
CN 43	PS 8108	1/91	Verification Note/Bulletin de Verification	7530-02-000-7246	MDC	OS
CN 65	PS 8117	1/91	Statement of Net Weight of Airmail (manual)	7530-02-000-7251	MDC	OS
CP 78	PS 2990	1/91	International Parcel Post Verification Note CP13 (Computerized)	7530-01-000-9837	MDC	OS

UPU Number	PS Number	Edition Date	Title	NSN	USPS Source	Org.
CP 78	PS 8112	1/91	International Parcel Post Verification Note	7530-02-000-7250	MDC	OS
CP 83	TAG 183	9/97	Surface Parcel Sack Tag (yellow)	7690-02-000-7107	MDC	IB
CP 86	PS 2968	2/97	Parcel Bill	7530-03-000-3562	MDC	OS
CP 87	PS 8107	10/92	Air Parcel Post	7530-02-000-7245	MDC	IB
CP 88	PS 2989	1/91	Special Parcel Bill CP12 (Computerized)	7530-01-000-9836	MDC	OS
CP 91	PS 2976-E	11/96	Customs Declaration Envelope CP 91	7530-03-000-5174	MDC	IB
CP 93	PS 2964	5/81	Quarterly Account — International Parcels Exchanged	7530-03-000-3550	MDC	OS

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5 Miscellaneous USPS and Non-Postal Government Documents

USPS Documents

The following documents are not official directives and are not edited or published by Corporate Publishing and Information Management. They are listed here, with their sources, for your convenience. Contact the appropriate source to order copies or to correct addresses. For information about USPS documents that are not directives and are not listed below, call the USPS Library at 202-268-2904.

Title	Edition Date	Org.	Distribution	Source
Annual Report of the Postmaster General	Annual	PA&EC	Mailed to employees, businesses, etc.	HQO
Comprehensive Statement on Postal Operations	Annual	PA&EC	limited	HQO
International Direct Marketing Guide	1993	P&PD	limited	HQO
Mailers Companion	monthly	P&PD	employees, business mailers	NCS
Memo to Mailers	monthly	PA&EC	employees, small business mailers	NCS
The Postal Service Guide to U.S. Stamps	Annual	MKT	Sold to public	PHL
USPS Specifications for Fixed Mechanization and Automation	Varies	ENG	HQO
USPS Specifications for Nonfixed Mechanization and Automation	Varies	ENG	HQO
Stamps etc.	Varies	MKT	PHL
Stamp Posters	Varies	MKT	limited	PHL
Vendor solicitations	Varies	PM	bidders upon request	HQO

Non-Postal Government Documents

Form Number	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	USPS Source	Unit of Issue
ATF 6	12/83	12/83	Application and Permit for Importation of Firearms, Ammunition and Implements of War (4-part set)	7530-03-000-1140	PO	GPO	SE
ATF 6-A	1/87	1/87	Release and Receipt of Imported Firearms, Ammunition and Implements of War	7530-03-000-1141	PO	GPO	SH
CA 1	4/99	4/99	Federal Employee's Notice of Traumatic Injury and Claim for Continuation of Pay/Compensation	7530-03-000-9308	PS	MDC	N/A
CA 2	1/97	1/97	Notice of Occupational Disease and Claim for Compensation	7530-03-000-9152	PS	MDC	SH
CA 2-A	9/93	9/93	Federal Employee's Notice of Recurrence of Disability and Claim for Continuation Pay/Compensation	7530-03-000-9148	PS	MDC	SH
CA 5	1/97	1/97	Claim for Compensation by Widow, Widower, and/or Children	7530-01-000-9200	PS	MDC	SH
CA 5-B	1/97	1/97	Claim for Compensation by Parents, Brothers, Sisters, Grandparents, or Grandchildren	7530-01-000-9248	PS	MDC	EA
CA 6	11/86	11/86	Official Superior's Report of Employee's Death	7530-04-000-5307	PS	MDC	SH
CA 7/CA 20	11/98	11/98	Claim for Compensation on Account of Traumatic Injury or Occupational Disease	7530-03-000-9195	PS	MDC	SH
CA 7A	6/96	6/96	Time Analysis Form	7530-03-000-8658	PS	MDC	EA
CA 7B	6/96	6/96	Leave Buy Back (LBB) Worksheet/ Certification and Election	7530-03-000-8659	PS	MDC	EA
CA 10	8/87	8/87	What a Federal Employee Should Do When Injured at Work (card)	7530-03-000-9355	PS	MDC	EA
CA 11	4/99	4/99	When Injured at Work	7530-02-000-9976	ERM	MDC	EA
CA 13	7/87	7/87	Work Injury Benefits for Federal Employees (card)	7530-03-000-9035	PS	MDC	EA
CA 16	1/97	1/97	Authorization for Examination and/or Treatment	7530-03-000-9302	PS	MDC	SH
CA 17	1/97	1/97	Duty Status Report	7530-03-000-9116	PS	MDC	SH
CA 20	(see CA 7)				
CA 35-A	8/88	8/85	Evidence Required in Support of a Claim for Occupational Diseases	7530-01-000-9192	PS	MDC	SH

Form Number	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	USPS Source	Unit of Issue
CA 35-B	8/88	8/85	Evidence Required in Support of a Claim for Work-Related Hearing Loss	7530-01-000-9193	PS	MDC	SH
CA 35-C	10/87	10/87	Evidence Required in Support of a Claim for Asbestos-Related Illness	7530-01-000-9194	PS	MDC	SH
CA 35-D	8/88	8/88	Evidence Required in Support of a Claim for Work-Related Coronary/Vascular Condition	7530-01-000-9195	PS	MDC	EA
CA 35-E	8/88	8/88	Evidence Required in Support of a Claim for Work-Related Skin Disease	7530-02-000-9892	PS	MDC	SH
CA 35-F	8/88	8/88	Evidence Required in Support of a Claim for Work-Related Pulmonary Illness (not Asbestosis)	7530-01-000-9197	PS	MDC	SH
CA 35-G	8/88	8/88	Evidence Required in Support of a Claim for Work-Related Psychiatric Illness	7530-01-000-9198	PS	MDC	SH
CA 35-H	10/87	10/87	Evidence Required in Support of a Claim for Work-Related Carpal Tunnel Syndrome	7530-02-000-7001	PS	MDC	SH
CA 915	2/99	2/99	Claimant Medical Reimbursement Form	7530-04-000-5308	PS	MDC	EA
CF 3419-A	8/95	6/73	Mail Entry — Customs (3-part set)	7530-03-000-1143	PO	CUS	SE
DD 285	8/76	8/76	Appointment of Unit Mail Clerk or Mail Orderly (card)	7530-03-000-1148	PO	HQO	EA
FD 258	12/82	12/82	Fingerprint Chart — Applicant (card)	7530-01-000-9306	PS	MDC	EA
FE 6	1/99	1/99	Claim for Death Benefits (Federal Employees' Group Life Insurance) (3 pages)	7530-01-000-9307	PS	MDC	SH
FE 6-DEP	6/99	6/99	Statement of Claim — Option C, Family Life Insurance	7530-01-000-9308	PS	MDC	N/A
GSA 2957	3/88	3/88	Reimbursable Work Authorization (9-part set)	7530-03-000-1149	PO	GSA	SE
GSA 2972	4/93	4/93	Agency Request for Adjustment to FBF SLUC Billings	7530-03-000-1150	AR	GSA	SH
GSA 3305	5/89	5/89	Appraisal of Fair Annual Rental Rate	7530-03-000-1151	PS	GSA	SH
GSA 3357	8/80	8/80	Appraisal of Fair Annual Parking Rate	7530-03-000-1152	PS	GSA	SH
HCFA 1500	4/92	4/92	Health Insurance Claim Form (4 pages)	7530-01-000-9309	PS	MDC	SH

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Form Number	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	USPS Source	Unit of Issue
IRS 3435	2/79	2/79	Payer's Request for Identifying Number	7530-03-000-1153	CE	HQO	SH
IRS 4782	/89	/89	Employee Moving Expense Information	7530-03-000-1154	SC	HQO	SH
OF 7	9/88	9/88	Property Pass	7540-00-000-4264	PS	MDC	SH
OF 11	7/87	7/87	Reference Request — Federal Records Center	7530-03-000-1155	PS	GSA	HD
OF 15	12/60	12/60	Government Property Sales Announcement and Poster Combined	7540-00-473-5482	PS	MDC	HD
OF 16	12/60	12/60	Sales Slip — Sale of Government Personal Property (4-part set)	7540-00-753-4941	PS	MDC	HD
OF 27	1/94	1/94	U.S. Government Two-Way Memo (3-part set)	7540-00-082-2447	PS	MDC	HD
OF 346	11/85	11/85	U.S. Government Motor Vehicle Operator's Identification (card)	7530-00-634-3999	PS	MDC	HD
OF 363	7/94	7/94	Memorandum of Call	7540-00-634-4018	PS	MDC	PG
OFI 36	2/92	2/92	Additional Data for Single Scope Background Investigations and Other Background Investigations	7530-03-000-1156	IC	OPM	SH
OFI 79	8/94	8/91	Notice of Personnel Investigation	7530-03-000-1157	IC	MDC	EA
OMB I-9	11/91	11/91	Employment Eligibility Verification	7530-02-000-9900	PS	MDC	SH
OMB 1218-0176	4/86	4/86	Recordkeeping Guidelines for Occupational Injuries and Illnesses	7610-04-000-6181	ERM	MDC	N/A
OPM 1555	6/87	6/87	Election of Coverage — Federal Employees Retirement System (3-part set)	7530-01-000-9379	PS	MDC	SE
SF 1	7/79	7/79	Printing and Binding Requisition to the Public Printer (5-part set)	7540-03-000-1151	HQ	HQO	PD
SF 1-A	5/48	5/48	Binding Instructions	7540-03-000-1160	HQ	HQO	SH
SF 1-C	1/60	1/60	Printing and Binding Requisition for Specialty Items (5-part set)	7540-03-000-1161	HQ	HQO	SE
SF 8	6/87	6/87	Notice to Federal Employee About Unemployment Insurance	7540-00-634-3964	SC	GSA	HD
SF 15	2/90	2/90	Claim for 10-Point Veteran Preference	7540-00-634-3972	PS	GSA	HD
SF 52	7/91	7/91	Request for Personnel Action	7540-01-333-6239	PS	GSA	HD
SF 75	10/91	1/89	Request for Preliminary Employment Data (4 pages)	7540-00-682-6750	PS	GSA	HD

Form Number	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	USPS Source	Unit of Issue
SF 81	2/89	2/89	Request for Space	7540-00-634-4030	PS	GSA	HD
SF 86	9/95	9/95	Questionnaire for National Security Positions	7540-00-634-4036	PS	GSA	HD
SF 87	4/84	4/84	Fingerprint Chart (card)	7540-00-634-4037	PS	GSA	HD
SF 91	2/93	2/93	Motor Vehicle Accident Report	7540-00-634-4041	PS	GSA	HD
SF 94	2/83	2/83	Statement of Witness	7540-00-634-4045	PS	GSA	HD
SF 95	7/85	7/85	Claim for Damage, Injury, or Death	7540-00-634-4046	PS	GSA	HD
SF 97	4/91	7/79	The United States Government Certificate of Release of a Motor Vehicle (3-part set)	7540-00-634-4047	AR	GSA	HD
SF 98	2/73	2/73	Notice of Intention to Make a Service Contract and Response to Notice (4-part set)	7540-00-926-8972	PO	GSA	PG
SF 98-A	2/73	2/73	Notice of Intention to Make a Service Contract and Response to Notice (Attachment A) (4-part set)	7540-00-118-1008	PO	GSA	PG
SF 99	5/65	5/65	Notice of Award of Contract (4-part set)	7540-00-634-4049	PS	GSA	HD
SF 115	3/91	3/91	Request for Records Disposition Authority (5-part set)	7540-03-000-1162	HQ	GSA	HD
SF 115-A	3/91	3/91	Request for Records Disposition Authority (continuation) (pad/100)	7540-03-000-1163	HQ	NAR	PD
SF 120	4/57	4/57	Report of Excess Personal Property (4-part set)	7540-03-000-1164	PS	GSA	HD
SF 120-A	4/57	4/57	Report of Excess Personal Property (continuation) (4-part set)	7540-03-000-1165	PS	GSA	HD
SF 122	6/74	6/74	Transfer Order — Excess Personal Property (6-part set)	7540-00-159-4836	PO	GSA	PG
SF 126	7/78	7/78	Report of Personal Property for Sale (5-part set)	7540-00-900-9859	IC	GSA	HD
SF 127	7/86	8/77	Request for Official Personnel Folder (Separated Employee) (3-part set)	7540-00-634-4083	PS	GSA	HD
SF 135	7/85	7/85	Records Transmittal and Receipt	7540-00-634-4093	PS	GSA	HD
SF 135-A	7/85	7/85	Records Transmittal and Receipt (continuation)	7540-00-823-7952	PS	GSA	HD
SF 180	4/96	4/96	Request Pertaining to Military Records	7540-00-142-9360	PS	MDC	HD
SF 210	7/81	7/81	Signature/Designation Card for Certifying Officer	7540-00-634-4111	PS	GSA	HD

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Form Number	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	USPS Source	Unit of Issue
SF 215	5/90	5/90	Deposit Ticket (5-part set)	7540-03-000-1167	SC	HQO	PG
SF 225	11/78	11/78	Report on Obligations	7540-03-000-1168	HQ	HQO	SH
SF 312	1/91	1/91	Classified Information Nondisclosure Agreement	7540-03-000-1169	PS	HQO	HD
SF 344	2/93	2/93	Multiuse Standard Requisitioning/ Issue System Document	7540-03-000-1170	PS	GSA	PD
SF 700	8/85	8/85	Security Container Information (100/package)	7540-01-214-5372	PS	GSA	PG
SF 701	8/85	8/85	Activity Security Checklist	7540-01-213-7899	PS	GSA	PG
SF 702	8/85	8/85	Security Container Check Sheet	7540-01-213-7900	PS	GSA	PG
SF 703	8/85	8/85	Top Secret Cover Sheet	7540-01-213-7901	PS	GSA	PG
SF 704	8/85	8/85	Secret Cover Sheet	7540-01-213-7902	PS	GSA	PG
SF 705	8/85	8/85	Confidential Cover Sheet	7540-01-213-7903	PS	GSA	PG
SF 706	1/87	1/87	Top Secret Label	7540-01-207-5536	PS	GSA	PD
SF 707	1/87	1/87	Secret Label	7540-01-207-5537	PS	GSA	PD
SF 708	1/87	1/87	Confidential Label	7540-01-207-5538	PS	GSA	PD
SF 1034	10/87	10/87	Public Voucher for Purchases and Services Other Than Personal	7540-03-000-1171	HQ	HQO	HD
SF 1080	4/82	4/82	Voucher for Transfers Between Appropriations and/or Funds	7540-00-634-4230	PS	GSA	HD
SF 1081	9/82	9/82	Voucher and Schedule of Withdrawals and Credits (5-part set)	7540-03-000-1172	HQ	HQO	HD
SF 1094	10/83	10/83	United States Tax Exemption Certificates (25 per package)	7540-01-152-8080	SC	MDC	PG
SF 1098	7/80	7/80	Schedule of Canceled Checks	7540-00-634-4287	PS	GSA	HD
SF 1113	3/77	3/77	Public Voucher for Transportation Charges	7540-03-000-1173	SC	GPO	SH
SF 1113-A	11/86	11/86	Public Voucher for Transportation Charges	7540-03-000-1174	SC	GPO	SH
SF 1150	12/77	12/77	Record of Leave Data (2-part set)	7540-00-634-4338	SC	GSA	HD
SF 1152	11/91	9/67	Designation of Beneficiary — Unpaid Compensation of Deceased Civilian Employee	7540-00-634-4340	PS	GSA	HD
SF 1153	4/82	6/72	Claim for Unpaid Compensation of Deceased Civilian Employee	7540-00-634-4341	PS	GSA	HD

Form Number	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	USPS Source	Unit of Issue
SF 1154	9/67	9/67	Public Voucher for Unpaid Compensation Due a Deceased Civilian Employee	7540-03-000-1175	SC	GAO	SH
SF 1164	11/77	11/77	Claim for Reimbursement for Expenditures on Official Business	7540-00-634-4356	PS	GSA	HD
SF 1176	9/67	9/67	Public Voucher for Unpaid Pay and Allowance Due a Deceased Member of the Armed Forces	7540-03-000-1176	PO	GAO	SH
SF 1186	5/97	5/97	Transmittal for Transportation Schedules and Related Basic Documents	7540-03-000-1178	FIN	LOC	SH
SF 1187	6/89	6/89	Request for Payroll Deductions for Labor Organization Dues (Note: Available from unions and managerial organizations. Each uses a unique version with different formats and edition dates.)	7540-03-000-1179	PS		EA
SF 1219	4/82	5/70	Statement of Accountability (Account Current)	7540-00-634-4245	AR	TRE	SH
SF 2800	3/92	3/92	Application for Death Benefits — Civil Service Retirement System (6-part set)	7540-00-634-4249	PS	GSA	HD
SF 2801	1/90	1/90	Application for Immediate Retirement Under the Civil Service Retirement System	7540-00-634-4250	PS	GSA	PG
SF 2802/ 2802-B	1/91	1/91	Application for Refund of Retirement Deductions	7540-00-634-4251	PS	GSA	HD
SF 2803	6/92	6/92	Application to Make Deposit or Redeposit (4 pages)	7540-00-634-4252	PS	GSA	HD
SF 2804	1/95	1/95	Application to Make Voluntary Contributions	7540-00-634-4253	PS	GSA	HD
SF 2805	10/88	10/88	Request for Recovery of Debt Due the United States (4-part set)	7540-00-634-4254	PS	GSA	HD
SF 2806	2/80	2/80	Individual Retirement Record (1-part continuous)	N/A	PO	GSA	HD
SF 2806-1	2/80	2/80	Notice of Correction of Individual Retirement Record — Civil Service Retirement System	N/A	PO	GSA	SH
SF 2807	7/80	7/80	Register of Separations and Transfers	7540-00-634-4257	SC	OPM	SH
SF 2808	5/93	7/84	Designation of Beneficiary — Civil Service Retirement System	7540-00-634-4260	PS	GSA	HD
SF 2809	8/92	8/92	Health Benefits Registration Form — Federal Employees Health Benefits Program (9-page set)	7540-01-231-6227	PS	GSA	HD

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Form Number	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	USPS Source	Unit of Issue
SF 2810	6/95	6/95	Notice of Change in Health Benefits Enrollment	7540-01-232-1234	PS	GSA	HD
SF 2811	6/84	8/79	Transmittal and Summary Report to Carrier	7540-01-231-4279	PS	GSA	HD
SF 2812	1/90	1/90	Report of Withholdings and Contributions for Health Benefits, Life Insurance and Retirement	7540-01-282-8026	SC	OPM	SH
SF 2817	9/92	2/88	Life Insurance Election — Federal Employees' Group Life Insurance Program (3-part set)	7540-01-231-4280	PS	GSA	HD
SF 2818	2/96	2/96	Continuation of Life Insurance Coverage as a Retiree or Compensationer (FEGLI) (25 per package)	7540-01-231-5585	PS	MDC	PG
SF 2819	5/95	5/95	Notice of Conversion Privilege (FEGLI)	7540-01-231-5586	PS	GSA	HD
SF 2821	5/95	5/95	Agency Certification of Insurance Status (3-part set)	7540-01-231-5587	PS	GSA	HD
SF 2822	1/93	2/88	Federal Employees' Group Life Insurance Program — Request for Insurance	7540-01-231-5588	PS	GSA	HD
SF 2823	7/95	7/95	Designation of Beneficiary (2-part set)	7540-01-231-6228	PS	GSA	HD
SF 3102	12/93	1/87	Designation of Beneficiary — Federal Employees Retirement System (2-part set)	7540-01-246-9252	PS	GSA	HD
SF 3104	12/95	12/95	Federal Employees Retirement System — Application for Death Benefits (25 per package)	N/A	PS	OPM	PG
SF 3106	3/96	3/96	Application for Refund of Retirement Deductions (FERS)	7540-01-249-5576	PS	MDC	EA
SF 3106-A	3/96	3/96	Current/Former Spouse's Notification of Application for Refund of Retirement Deductions Under the Federal Employees Retirement System	7540-01-249-5577	PS	MDC	EA
SF 3112	12/95	12/95	Documentation in Support of Disability Retirement Application: CSRS/FERS	7540-01-385-7215	PS	MDC	PG
SF 3112-1	12/95	12/95	Information About Disability Retirement (CSRS)	7540-01-385-7304	PS	MDC	EA
SF 3112-2	12/95	12/95	Information About Disability Retirement (FERS)	7540-01-385-7340	PS	MDC	EA
SSS BRO10	4/87		Selective Service (brochure)	7690-01-000-9996	PO	MDC	EA

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SSS 1M	10/96		Registration Form	7530-04-000-5367	PO	MDC	EA
SSS Form 2	8/80		Change of Information	7530-03-000-3658	PO	MDC	EA
SSS IS40S	4/80		Instruction Sheet (Spanish)	7690-02-000-9000	PO	MDC	EA
TD 941	3/58	3/58	Employer's Quarterly Federal Tax Return	7530-03-000-1182	SC	TRE	SH
TD 1099	1/86	1/86	U.S. Information Return for Calendar Year 1986 (2-part set)	7530-03-000-1185	SC	GSA	SE
TD 1099-R	1/02	1/02	Distributions From Pensions, Annuities, Retirement or Profit-Sharing Plans, IRAs, Insurance Contracts, etc.	7530-03-000-1186	SC	GSA	SE
TD 2440	7/71	7/71	Statement to Support Exclusion of Sick Pay	7530-03-000-1187	PO	TRE	SH
TFS 1133	3/79	3/79	Claim Against the United States for the Proceeds of a Government Check (pad/100)	7530-03-000-1188	SC	HQO	PD
TSP 1	9/90	9/90	Thrift Savings Plan Election Form (3-part set)	7530-01-000-9388	PS	MDC	SE
TSP 3	11/94	11/94	Thrift Savings Plan Designation of Beneficiary Form (2-part set)	7530-01-000-9647	PS	MDC	SE
TSP 9	6/94	6/94	Thrift Savings Plan Change of Address for Separated Participants	7530-01-000-9452	PS	MDC	EA
TSP 16	3/95	11/94	Thrift Savings Plan Exception to Spousal Requirements	7530-01-000-9446	PS	MDC	SE
TSP 17	8/87	8/87	Thrift Savings Plan Application for Account Balance of Deceased Participant	7530-01-000-9447	PS	MDC	SE
TSP 20	7/89	7/89	Thrift Savings Plan Loan Application	7530-01-000-9449	PS	MDC	SH
TSP 30	7/95	7/95	Thrift Savings Plan Interfund Transfer Request	7530-02-000-7112	PS	MDC	EA
TSP 536	7/89	7/89	Thrift Savings Plan Tax Information	7530-03-000-9106	PS	MDC	SH
TSP 70/70-T	11/94	11/94	Thrift Savings Plan Withdrawal Request/Transfer Information	7530-03-000-4207	PS	MDC	EA
TSP BK01	11/94	11/94	Thrift Savings Plan Withdrawal Information	7530-03-000-9360	PS	MDC	EA
TSP BK02	3/95	3/95	Withdrawing Your TSP Account Balance	7530-03-000-9361	PS	MDC	BK
TSP BK03	5/96	5/96	Thrift Savings Plan Investment Options	7530-03-000-9092	PS	MDC	BK

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TSP BK04	1/90	1/90	Thrift Savings Plan Loan Program	7530-03-000-9362	PS	MDC	BK
TSP BK05	1/96	1/96	Thrift Savings Plan Annuity Book	7530-03-000-9363	PS	MDC	BK
TSP BK08	1/96	1/96	Summary of the Thrift Savings Plan for Federal Employees	7530-03-000-9364	PS	MDC	BK
TSP BK09	7/94	7/94	Thrift Savings Plan at a Glance	7530-02-000-7486	PS	MDC	BK
TSP BK11	6/95	6/95	Information About Court Orders	7610-03-000-9406	PS	MDC	BK
TSP LF01	2/95	2/95	Start on the Right Track	7530-02-000-7310	PS	MDC	EA
TSP LF02	5/94	5/94	Your Ship Comes In	7530-03-000-4716	PS	MDC	EA
TSP LF03	9/91	9/91	CSRS Start Early	7530-02-000-7163	PS	MDC	EA
TSP LF04	2/95	2/95	Are You Sure?	7530-03-000-4715	PS	MDC	EA
TSP LF05	8/95	8/95	FERS Participant Statement	7530-03-000-7405	PS	MDC	EA
TSP LF06	8/95	8/95	CSRS Participant Statement	7530-03-000-6962	PS	MDC	EA
TSP LF07	5/96	5/96	CSRS Take a Look	7530-03-000-7221	PS	MDC	EA
TUS 3023	00/00	00/00	Specimen Signatures	7530-03-000-1189	SC	TRE	SH
TUS 3203	6/66	6/66	Purchase Order for Blank Treasury Checks	7530-03-000-1190	SC	TRE	SH
TUS 3510	00/00	00/00	Magnetic Tape Control Record (card)	7530-03-000-1191	SC	CUS	EA
W 2	00/90	00/90	Wage and Tax Statement (6-part set)	7530-02-000-9581	SC	EASC	SE
W 2-C	11/87	11/87	Statement of Corrected Income and Tax Amounts (6-part continuous)	7530-02-000-9580	SC	EASC	SE
W 2-P	00/88	00/88	Statement for Recipients of Annuities, Pensions, Retired Pay, or IRA Payments (6-part continuous)	7530-03-000-9582	SC	GSA	SE
W4	00/02	00/02	Your Rights Under the Family and Medical Leave Act of 1993	N/A	ERM	LOC	EA
WH Pub 1313	1/86	1/86	Notice to Employees Working on Government Contracts	7530-03-000-1195	ERM	MDC	EA
WH Pub 1420	6/93	6/93	Your Rights Under the Family and Medical Leave Act of 1993	N/A	ERM	LOC	EA

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5-Digit ZIP Code	LAB D

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A Great Place to Work (for local inserts)	KIT 15
A Great Place to Work for City Carriers	KIT 15-B
A Great Place to Work for City Carriers	PUB 60-B
A Great Place to Work for Skilled Maintenance Workers	KIT 15-A
A Guide for Managing Injuries	PUB 540
A Law Enforcement Guide to Postal Crime	PUB 146
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Absence Analysis	PS 3972
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Accident Investigation Tort Claim Activities	MI PO-730-90-1
Accident Investigation Worksheet	PS 1700
Accident Investigations — Tort Claims	HBK PO-702
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Accountable Mail Matter Received for Delivery	PS 3867
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Accounting Period Progress Report	PS 8072
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Accu-Sort TMS (Phase 2), Conveyor General Information	HBK MS-177-VOL-A

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Accu-Sort TMS (Phase 2), Conveyor Parts Information	HBK MS-177-VOL-C
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Accu-Sort TMS (Phase 3A), Conveyor, Change 1	HBK MS-183-CHG-1
Accu-Sort TMS (Phase 3A), Conveyor General Information	HBK MS-183-VOL-A
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Accu-Sort TMS (Phase 3A), Conveyor Parts Information	HBK MS-183-VOL-C
Accu-Sort TMS (Phase 3A), Indexing Chain Buffer Storage, Maintenance Information	HBK MS-183-VOL-F
Accu-Sort TMS (Phase 3A), Versatile High-Speed System, Maintenance Information	HBK MS-183-VOL-E
ACDCS, Material Handling Subsystems	HBK MS-41-VOL-AP2
ACDCS, Parts Information	HBK MS-41-VOL-B
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Acknowledgment of Inquiry from Foreign Administration	PS 549
Acknowledgment of Inquiry on International Mail — NY	PS 543-NY
Acknowledgment of Inquiry on International Mail	PS 543
Acquiring and Managing Wireless Services: Cellular Telephone, Paging, and Wireless Data	MI AS-860-2001-5
Acquiring and Managing Wireless Service: Cellular Telephone, Paging, and Wireless Data	MI AS-860-2002-3
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Advanced Facer Canceler System Input Subsystem (AFCS-ISS), Background Information	HBK MS-166 VOL-AP1
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Agreement Between the USPS & APWU Covering Information Service Centers (1999 – 2001)	HBK EL-908
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Alternate Fuel Vehicle Strategic Plan	MOP EN-7-7-1997
Alternative Dispute Resolution	PUB 102
Alternative Fuel Utilization for Postal Vehicles	MOP EN-6-25-1996
Alternative Fuel Vehicle Program	MI AS-550-1999-4
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Alternative Mail Security Installations	NOT 93
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