

BEFORE THE  
POSTAL RATE COMMISSION  
WASHINGTON, D.C. 20268-0001

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POSTAL RATE AND FEE CHANGES, 1997

Docket No. R97-1  
POSTAL RATE COMMISSION  
OFFICE OF THE SECRETARY

NOTICE OF THE UNITED STATES POSTAL SERVICE  
REGARDING AVAILABILITY OF LIBRARY  
REFERENCES AT ITS LIBRARY  
(August 6, 1997)

In accord with Presiding Officer's Ruling No. R97-1/4 (August 1, 1997), the Postal Service hereby provides the parties with information about gaining access to library references at the Postal Service's library. The Postal Service tries to file two copies of each library reference with the Postal Service library simultaneously with filing at the Commission. The library is located on the 11th floor of Headquarters on the north end of the building (Rm. No. 11800). An elevator transfer must be made at the 10th floor, north end. Visitors must present a photo ID and sign in with the Postal Police Officers (PPOs) in order to enter the building. The PPOs will notify the library to expect the visitor, who must sign in again in the library visitors' log upon reaching the library premises. (Parties should be aware that, because of general safety concerns and specific incidents in the past, it appears to be a policy of the PPOs not to admit messengers or couriers to the building. Therefore, parties utilizing such individuals are advised not to expect them to be able to gain access to the library.) The library is open to the public, in accordance with the above conditions, daily (Monday-Friday) from 9 a.m. to 4 p.m.

Parties can examine library references (including downloading diskettes on to laptop computers) on the premises, or check them out overnight for purposes of copying. (Particularly voluminous materials may be checked out for slightly longer

periods.) It is possible to make copies of relatively short documents using the library's copying machine, but the charge is \$0.15 per page, and the document feed option is not the machine's strongest feature. The best person in the library to contact regarding availability of a particular library reference is Nola Davidson, who can be reached at (202) 268-2907. Questions can also be directed to the postal attorney who filed the library reference notice, but the attorney will not be aware of whether either or both copies of any particular document have already been checked out.

While these procedures may, at least at first blush, seem somewhat daunting, library personnel report that many parties have already been able to use the facilities successfully and obtain copies of large amounts of material in an expeditious fashion. The Postal Service hopes that parties (such as UPS) will find the Postal Service library to be a helpful alternative to the Commission's Docket Room in those situations when demand for a particular library reference exceeds supply.

Respectfully submitted,

UNITED STATES POSTAL SERVICE

By its attorneys:

Daniel J. Foucheaux, Jr.  
Chief Counsel, Ratemaking




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Eric P. Koetting

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August 6, 1997

**CERTIFICATE OF SERVICE**

I hereby certify that I have this day served the foregoing document upon all participants of record in this proceeding in accordance with section 12 of the Rules of Practice.

A handwritten signature in black ink, appearing to read "Eric P. Koetting", written over a horizontal line.

Eric P. Koetting

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August 6, 1997