

OFFICE OF THE SECRETARY  
CORRESPONDENCE CONTROL TICKET

Date Printed: Nov 20, 2001 14:57

PAPER NUMBER: LTR-01-0618  
ACTION OFFICE: EDO

LOGGING DATE: 11/20/2001

To: Springer, ADM

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AO  
HR

AUTHOR: Sandra Brown  
AFFILIATION: OMB  
ADDRESSEE: Agency Heads

SUBJECT: U.S. Postal Service notification of delivery of irradiated mail to Federal agencies

ACTION: Information  
DISTRIBUTION: RF

LETTER DATE: 11/18/2001

ACKNOWLEDGED No

SPECIAL HANDLING:

NOTES:

FILE LOCATION: Adams

DATE DUE:

DATE SIGNED:

## Head of Agency

# FAX TRANSMITTAL

U.S. OFFICE OF PERSONNEL MANAGEMENT  
1900 E STREET, NW., WASHINGTON, DC 20415-0001

**Please deliver this fax to the  
Head of Your Agency  
Immediately**  
*(this fax is 3 pages including cover)*

November 19, 2001

We are resending the transmittal of November 18, regarding irradiated mail. The updated message includes information on USPS Call Center that has been established to field questions regarding irradiated mail. Copies of this transmittal have also gone to HR Directors and PMC representatives.

*If this is not the correct fax number for your agency head, please contact:  
Sandra Brown at 202/606-8017  
Msg-102*

## *Human Resources Management Council*

U.S. Office of Personnel Management  
1900 E Street NW., Washington, DC 20415-1400

Homepage: [www.opm.gov/hrmc](http://www.opm.gov/hrmc) Email: [hrmc@opm.gov](mailto:hrmc@opm.gov)  
Phone: 202.606.2166 Fax: 202.606.2340

**Deliver to agency HR Director or  
equivalent (i.e., Director of Personnel,  
Personnel Officer, etc.)**

### **TRANSMITTAL MSG-102**

Transmission Method(s):  Email  Fax  Mail

**November 18, 2001**

**TO: Human Resources Directors**

**SUBJECT: U.S. Postal Service Notification of Delivery of Irradiated Mail to  
Federal Agencies**

We are resending the message of November 18, regarding irradiated mail. Attached is a notice from the United States Postal Service regarding their beginning delivery on Monday, November 19, 2001, of mail that has been irradiated at their Lima, Ohio facility.

In addition, the Postal Service has established a Call Center to handle questions regarding irradiated mail. The Call Center will start accepting calls at 8:00 a.m. on Tuesday, November 20. The number for contacting the Call Center is "1-800-ASK-USPS."

If the Call Center is not able to answer a question, it will be forwarded to an official who will call back with an answer.

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NOVEMBER, 2001

DEAR GOVERNMENT MAIL CUSTOMER:

On Monday, November 19, the Washington, DC post office begins delivering federal government mail that has been irradiated at a Lima, Ohio facility.

The irradiation process is safe, but can affect certain products sent through the mail. Although it is unlikely that the treated mail now being delivered contains any of the following products, if received, they should be discarded and replacements obtained:

- **Any biological sample**, blood, fecal, etc., could be rendered useless
- **Diagnostic kits**, such as those used to monitor blood sugar levels, could be adversely affected
- **Photographic film** will be fully exposed
- **Food** will be adversely affected
- **Drugs and medicines** could have efficacy and safety affected
- **Eyeglasses and contact lenses** could be adversely affected
- **Electronic devices** would likely be rendered inoperable

While the first pieces of irradiated mail being delivered are First-Class Letters, over time, departments and agencies will also be receiving flats (larger envelopes) and packages. It is more likely that the items listed above would be contained in flats or packages. Mail that has been irradiated includes First-Class letters postmarked since October 12 and addressed to Washington, DC government customers with ZIP Codes beginning with 202-205.

The irradiation process used at the Lima facility was tested and found to be effective by an interagency team of scientific experts that recommended release of the mail for delivery. The group was organized by the White House Office of Science and Technology Policy and included the Armed Forces Radiobiology Research Institute, the Food and Drug Administration, the Department of Agriculture and the National Institute of Standards and Technology.

SINCERELY,

*ORIGINAL SIGNED BY:*

THOMAS G. DAY

VICE PRESIDENT, ENGINEERING

UNITED STATES POSTAL SERVICE