

~~SECRET~~

(b) (1)
(b) (3)

**SOVIET
POSTAL
INTELLIGENCE (U)**

APPROVED FOR RELEASE
DATE: FEB 2006

LIBRARY

MAY 1962

20500744
69 0562413

REG NO. 19-6-1054 LEADS

513 TH ICG REG NR
-8-5-2815

SEC 027 029

CR-68-1073

327

BEST COPY AVAILABLE

USACU REG. No.
2-53872

Copy No 97

GROUP = 1
Excluded from automatic
downgrading and declassification

~~SECRET~~

~~SECRET~~

TABLE OF CONTENTS

	<i>Page</i>
I. INTRODUCTION	1
II. SOVIET POSTAL SERVICES	3
A. Internal	4
B. International Mail	11
C. Additional Mail Services	13
D. Time En Route for Soviet Mail	14
E. Postal Rates	17
III. SOVIET POSTAL REGULATIONS AND USAGE	21
A. Procedures for Mailing and Receiving Letters	21
B. Procedures for Mailing and Receiving <i>Banderol'</i> Mail	31
C. Procedures for Mailing and Receiving Packages	33
D. Postal Handling of Internal Periodical Publications	41
E. Soviet Stationery	42
F. Soviet Postage Stamps and Stamp Collectors	45
IV. SOVIET MAIL CENSORSHIP	47
A. Organization	47
B. Censorship of Internal Mail	48
C. Censorship of International Mail	50
D. Censorship of Printed Matter	55
APPENDIX A — Articles Prohibited and Conditionally Accepted for Internal Mails	57
APPENDIX B — Articles Prohibited and Conditionally Accepted for Mailing as International Postal Matter	59
APPENDIX C — List of Articles Allowed To Enter Without a Permit When Intended for Personal Use	61
GLOSSARY OF SOVIET POSTAL TERMS AND CATEGORIES	63

SEC 027 029

328

CR-68-1078

REG NO. 19-6-105

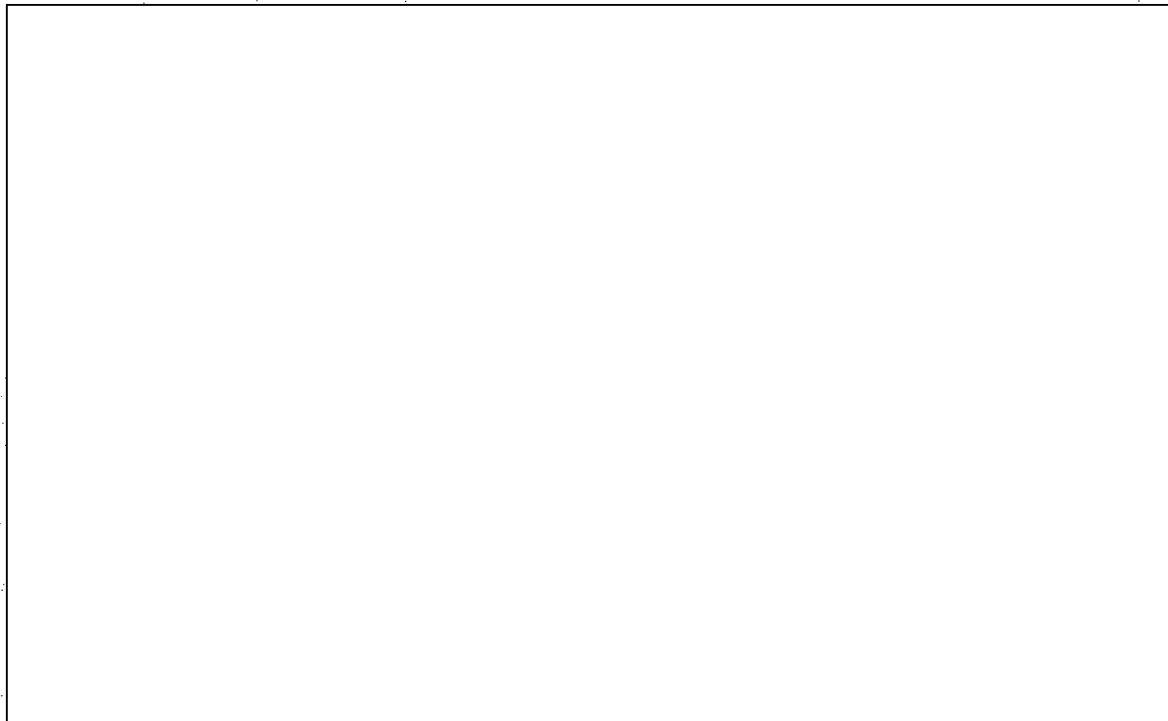
~~SECRET~~

513 TH ICG REG NR
-8-5-2815

BEST COPY AVAILABLE

~~SECRET~~ / ☐

I. INTRODUCTION



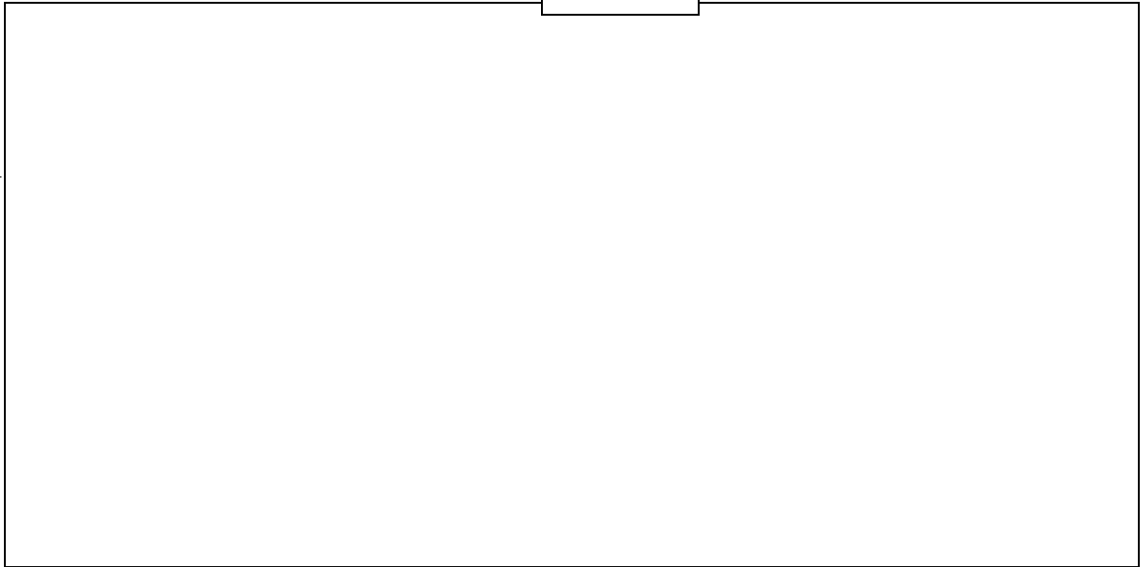
~~SECRET~~ / ☐

70 329

SEC 027 029

BEST COPY AVAILABLE

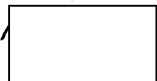
~~SECRET~~



0 330

2

~~SECRET~~



BEST COPY AVAILABLE

~~SECRET~~ /

II. SOVIET POSTAL SERVICES

The public and government mails of the USSR are operated and maintained, in conjunction with the telephone and telegraph services, by the Ministry of Communications with the Ministry placing emphasis on the handling of government mail. The Ministry of Communications does not provide all of the postal and telecommunication services. Other ministries provide their own, alone or in collaboration with the Ministry of Communications. Of these other ministries, the Ministry of Defense conducts the greatest amount for itself. Furthermore, the Ministry of Defense exerts direct influence on the Ministry of Communications under normal conditions and may have full control under emergency or war conditions.

The basic production units of the Soviet postal system are the main post offices, post offices, communications offices, and substations. A production unit of the postal system is an enterprise having, aside from its production functions, administrative autonomy. Any of these enterprises may be a consolidated or specialized enterprise, depending on the services assigned to them. In addition, postal services are provided by substations and postal agencies which are not autonomous enterprises, but which are a part of the production network of main post offices and are under their administrative control although physically situated apart from them. In practice, therefore, substations and postal agencies are also referred to as enterprises.

The network of substations and postal agencies is broken down according to the conditions under which the service is performed:

Enterprises which accommodate all those requiring postal services for general purposes—the general public, State, Party, managerial and social organizations, etc.

“Closed” enterprises for the accommodation of a limited group of clients—factories, plants, educational institutions, etc.

Seasonal enterprises opened on a temporary basis to accommodate seasonal activities—timber-cutting, log-floating, etc., as well as health resorts, army camps, etc.

Main post offices, post offices and communications offices with subordinate networks of substations and agencies, are found in oblast, kray, and republic centers, and in individual cities under the jurisdiction of an oblast or a republic. ^{district} Okrug and ^{province} rayon communications offices are located in okrug and rayon centers, with a network of subordinate substations and agencies. As a rule, populated places below the rayon level are served only by substations or postal agencies. There are postal enterprises known as substations for mail transport, which serve postal communications lines—rail, water, and air. They are located at railway junctions, at the starting and terminal points of large railroad lines, and at the junctions of rail, water, and air communications routes.

3

~~SECRET~~ /

SEC 027 029

OR-66-1075

BEST COPY AVAILABLE

~~SECRET~~ /

The postal service has been improved in the last few years by a certain amount of mechanization, but the machines which are in use usually are semiautomatic and are located only in the larger cities, frequently on an experimental basis. Although the growth of the postal services in the USSR under the Soviet regime is impressive, the improvement in services has lagged considerably behind the need. Each year the amount of mail increases. Since 1950, the growth in total volume of mail has averaged about one billion pieces per year. This increase is in all types of mail, but the greatest increase and largest volume is in newspapers and periodicals which comprise over 70 percent of the mail. (In the USSR the bulk of the newspapers and journals are disseminated locally through the mails and delivered to the subscriber by the postman.) Soviet planning has recognized the insufficient progress which has been made in overcoming this lag, and it is believed that the capacity for handling the mail will increase through expansion of the number of post offices and the use of mobile post offices as well as the gradual increase of mechanization in large postal centers and in the handling of the mail on postal routes.

A. INTERNAL

1. Post Offices

Postal enterprises vary in size and services from the large main post offices operating with substations to the recently popular mobile offices. Post office hours customarily are from 0800 or 0900 hours to 1800 or 2200 hours. The larger post offices in cities, however, are open later for partial services. For example, at the K-9 Post Office on Gorkiy Street (ulitsa Gor'kogo, 7) in Moscow, the general delivery window is open until 2300 hours, and service for mailing registered and insured letters is maintained 24 hours a day. At the Main Post Office (ulitsa Kirova, 26-a) service for mailing money orders and receiving general delivery letters is maintained around the clock. City post offices have an influx of patrons in the morning immediately after opening, around noon, and at 1730 hours. Travelers have reported the K-9 Post Office in Moscow to be busiest around 1000 hours.

Directly inside the entrance of post offices are usually placed large, wooden, squarish boxes for the deposit of mail. One of these will be labeled for international mail, but in general Soviets ignore this distinction and drop their mail indiscriminately into the box which is most convenient. Along the walls are located the service windows, labeled as to the type of services performed. These windows are not arranged with a well distributed workload, i.e., one window may perform a minor function, whereas another window will service several major functions. In small post offices there will be a service window for packages; in large post offices packages are received and mailed from a separate room. Post offices are furnished with writing tables for the use of patrons. These tables are equipped with old fashioned pen staffs and nibs, purple or blue ink, and pots of glue. To the rear of the lobby

~~SECRET~~ /

BEST COPY AVAILABLE

4
332

~~SECRET~~ /

will be found the post office boxes which may be rented by individuals or organizations for the receipt of mail. They have opaque fronts, are numbered, and are secured by lock and key.

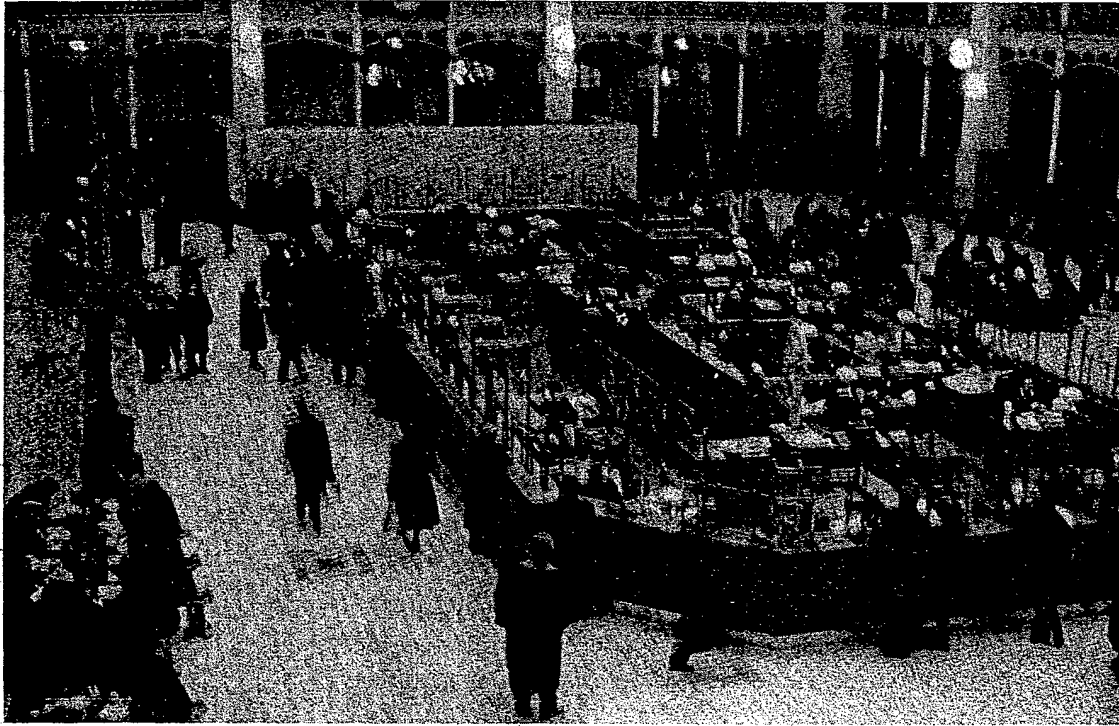


FIGURE 2. Moscow Post Office (Gor'kogo ul.), main floor. Note tiers of post office boxes in rear center.

Branch post offices are situated in positions to serve special groups, such as university students or hotel guests, as well as at points to serve the general public. Some information on hotel post offices may be appropriate for the travelers' personal use. These post offices are open from 0900 hours to 2000 hours, Monday through Friday, and 0900 hours to 1700 hours, Saturday and Sunday. Letters and packages of books may be mailed; stamps, writing paper, post cards, etc., may be purchased. Incoming mail is delivered to each floor supervisor's desk and the guests pick up their mail at this desk. If the traveler receives a package, a notice is sent to him at the hotel and he calls personally at the main post office for the package.

Intourist notified travel agencies in September 1961 that a new post office has been opened in Moscow to provide postal services exclusively for tourists arriving in Moscow. They request that general delivery correspondence (and telegrams) to Moscow tourists be addressed,

Moscow, K-600
Poste Restante
Mr. (name)

333

~~SECRET~~ /

SEC 027 029

OK - 05 - 1076

BEST COPY AVAILABLE

~~SECRET~~

This post office is located at 1 Gorkiy Street (Hotel National, entrance from Gorkiy Street) and is open daily from 0800 hours to 2200 hours. According to Intourist, the post office will handle cables, mail, sell coupons for long distance telephone calls, stamps, envelopes, etc.

It remains to be seen how effective this new post office will be in improving services for the tourist in Moscow, or how it will work for the tourists who are staying at other hotels.

2. Services Available in Post Offices

- General Delivery (*do vostrebovaniya*)
- Letters registered and insured
- Packages mailed
- Stamps, stamped envelopes, post cards sold
- Money orders sold
- Addresses obtained by mailing address card (directory service)
- Boxes for mailing packages sold
- Packages wrapped (for a fee)
- Letters addressed or written (for a fee)
- Telegrams received (also sent from select post offices)
- Philatelic sales
- Savings deposits
- Utility bills paid
- Tax payments for radio receivers accepted
- Magazine and newspaper subscriptions accepted
- Certain telephone service in selected post offices

3. Street Mail Boxes

Street mail boxes are found near the entrances of buildings frequented by the public: post offices, hotels, railway stations, and at sidings, piers, airports, and in city areas near street intersections. They are attached to larger structures as buildings and fences, and rest about three feet above ground level. The ordinary Soviet street mail box is blue; however, in the provinces all types of old boxes of various colors are still in use, and sometimes the boxes are mounted on poles.

The slot may be on the top or front of the mail box. Reports differ on the width of the slots—some give the width as $\frac{2}{3}$ of an inch and others, as 1.5 inches. The blue boxes carry the shield of the USSR on the front with the Russian word ПОЧТА (*POChTA*) written horizontally below the shield in large white letters. Near the bottom of the box is the number (box numbers do not run consecutively) and a notice pertaining to mail collections. The notice may consist of a schedule of collection times, or more often, of the number of collections per day and the hours between which collections occur. Generally in cities there are five or six collections, from 0700 or 0800 hours to 1930 or 2000 hours. In Moscow the mail is collected seven times per day on week days.

334

~~SECRET~~

BEST COPY AVAILABLE

~~SECRET~~ [REDACTED]

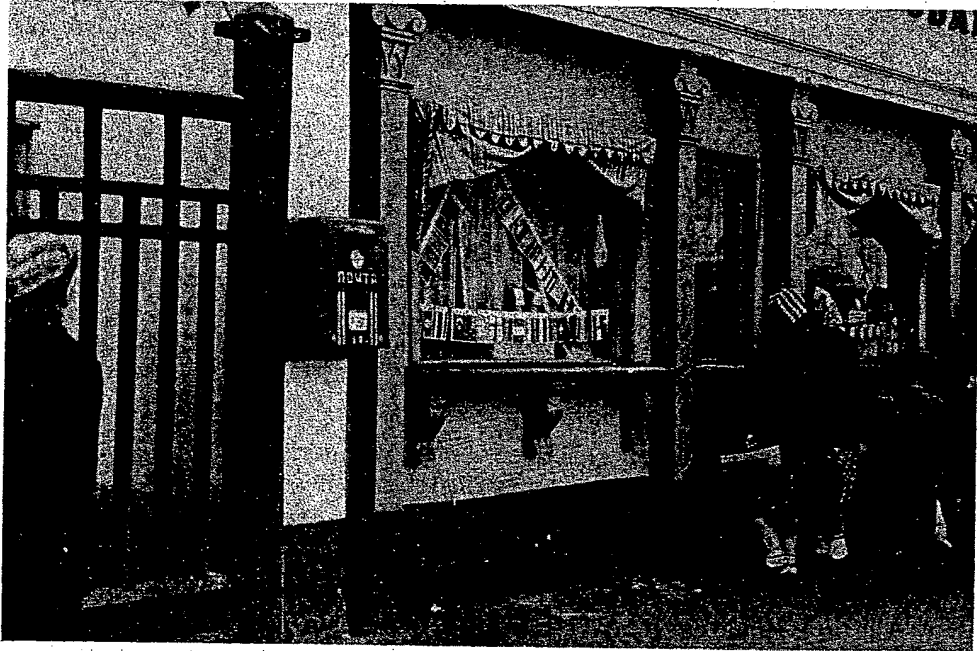


FIGURE 3. Street mail box attached to a building on Yaroslavskoye shosse, Moscow.

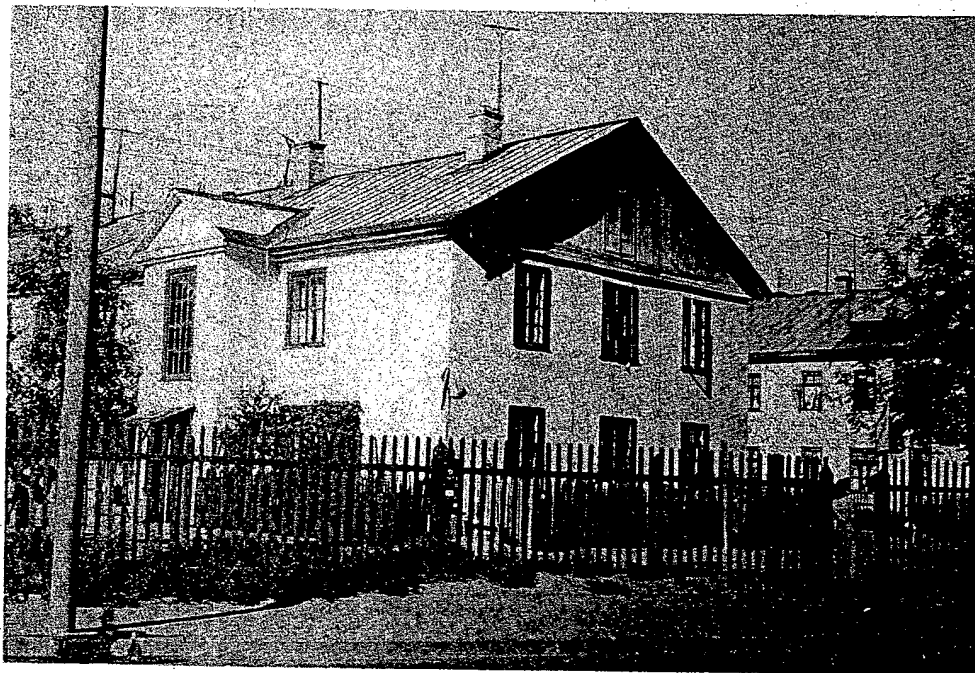


FIGURE 4. Street mail box attached to a fence in Moscow.

Mail is collected from street mail boxes by means of a canvas bag about 40 inches deep with a circumference to match the dimensions of the box. The mouth of the bag is formed by a steel frame. The collector places the frame under the bottom of the mail box, and the box is auto-

7
~~SECRET~~ [REDACTED]

SEC 027 029

CR-68-1076

BEST COPY AVAILABLE

~~SECRET~~ /

matically opened allowing the letters to fall into the bag. Removal of the steel frame automatically locks the box.

4. Mail Deliveries

Mail deliveries are made between 0600 and 1900 hours, and the number of deliveries varies widely in different size towns and rural locations. The majority of cities have at least two deliveries each weekday and one on Sunday. In Moscow there are two deliveries per day in the residential areas, whereas the business districts may have as many as four or five deliveries per day. Soviet postal officials have stated that in Moscow any letter postmarked before noon will be delivered in the afternoon, and letters postmarked in the afternoon will be delivered the next morning.

In rural districts mail is delivered less frequently. Some points in the far north do not receive any mail during the winter freeze.

a. Multidwelling Mail Delivery

Until recently all mail deliveries in multidwelling buildings had been made to the door of the apartment. Currently the Ministry of Communications is urging the installation of individual mail boxes in all multidwelling buildings, one for each family, grouped together on the first floor. Such mail boxes facilitate the work of the postman and thereby speed the delivery of the mail. This new method of receiving mail is considered novel by the Soviets, who report it in their letters to the West as quite an innovation.

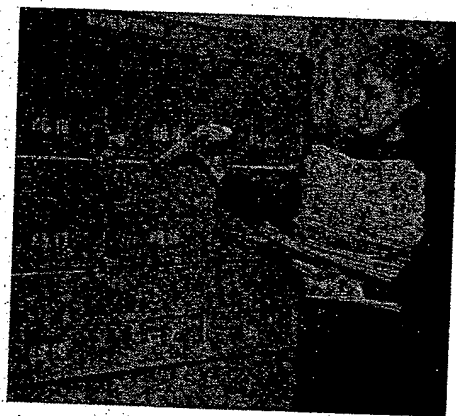


FIGURE 5.

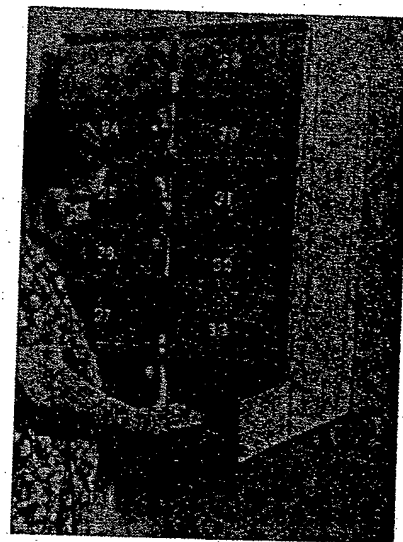


FIGURE 6.

Apartment house mail boxes. The boxes shown in Figure 6 are homemade.

b. Delivery in Post Office Boxes

Institutions, enterprises, organizations, and individuals may have their mail delivered to post office boxes located in the post office. A time schedule for placing postal matter in the boxes is posted.

~~SECRET~~ /

At the time of renting a post office box, the applicant gives his home address and shows his *pasport* (internal passport). According to Soviet postal regulations, after a subscriber relinquishes his box, the same box number may not be used for another subscriber for a period of three months.

5. Types of Internal Mail

The following types of postal matter have been established by the Ministry of Communications for mailing "written messages, documents, printed matter, goods, and various articles within the boundaries of the USSR":

- a. Letters
- b. Postcards
- c. *Banderoli**
- d. Insured letters
- e. Money orders
- f. Periodical publications (newspapers, magazines, brochures and printed lectures)**
- g. Packages

Insofar as these types of mail are accepted, handled, and delivered they are further broken down in the following categories: letters and post cards are divided into regular and registered; *banderol'* mail into regular, registered, and insured; insured letters into opened and sealed; money orders into postal and telegraph; packages into insured and uninsured.

Postal matter from and to institutions, enterprises, and organizations is accepted, handled, and delivered according to different procedures for the following categories:

- a. Government postal matter.
- b. Registered letters of the Ministry of Finance, USSR.
- c. Registered letters of Gosbank (State Bank) and Prombank (Industrial Bank).
- d. Registered letters of Zagotzerno (All-Union Bureau for Procurement and Storage of Grain).
- e. Military postal matter.

6. Internal Transmittal Categories and Cachets

All internal Soviet mail is stamped with postal cachets printed in the Russian language. The practice in non-Russian speaking areas of using two languages, Russian and the local language, on the time stamp has been discontinued in some areas, e.g. the Baltic countries, but has been revived in other areas. The time stamp, a round cachet giving the place and time of cancellation, is the one cachet which appears on all mail. The place of canceling is printed around the inside edge of the stamp. This may be a city, town, oblast, or rayon, depending on the communications enterprise which services that particular locale. The date of

* For description of *banderol'*, see Section III, B.

** This service exists for internal mail only.

~~SECRET~~ /

SEC 027 029

CR-68-1076

BEST COPY AVAILABLE

~~SECRET~~ /

canceling appears across the middle of the circle in the following sequence—day, month, and year. In the event there are two additional digits, the last two represent the hour.

a. Regular Mail

Ordinary internal surface mail carries only one cachet, the time stamp.

b. Airmail

Internal airmail differs from internal surface mail only in the amount of postage required and is stamped АВИАПОЧТА (АВИАРОЧТА) or АВИА (АВИА). All postal matter, excepting money orders, may be sent by airmail.

c. Registered Mail

Internal registered mail carries a cachet with a large Cyrillic letter, "З" (Z), followed by a space in which the registry number is entered by hand. A registered internal postal item usually will also be stamped ЗАКАЗНОЕ (ZAKAZNOYE).

d. Insured Mail

The contents of letters, *banderoli*, and packages, may be insured. There are two types of insured letters—sealed and unsealed. Sealed insured letters may be sent only by institutions, enterprises and organizations. The insured cachet is similar in format to the registered cachet. To the left is the Cyrillic letter, "Ц" (Ts), followed by the insured number and the designation of the postal enterprise.

When letters containing valuable papers and documents are insured, the enclosures are recorded by the postal clerk. In the event the letter or enclosures are lost, the post office issues a certification on which the sender collects the insurance. The amount paid is based on the cost of obtaining new documents.

e. Special Delivery Mail

Letters may be sent special delivery from city to city but not intra-city. They are sorted before regular mail and given preferential treatment in handling. An exemplar of the special delivery cachet is not available.

f. C.O.D. Mail

Insured parcels, insured letters, and insured *banderoli* can be sent c.o.d. The amount to be collected on delivery is at the discretion of the sender, but may not be greater than the declared value of the item being mailed. In addition, an ordinary letter may be sent without postage and the postage will be collected from the recipient.

g. Notice of Delivery

The sender of registered and insured letters, money orders, *banderoli*, and packages may request that notification of date of delivery be returned to him.

B. INTERNATIONAL MAIL

International mail is postal matter sent from the USSR abroad or received from abroad, and also postal matter sent from one foreign country to another through the Soviet Union.

Originally international postal exchanges were governed by bilateral agreements between the countries involved. The different weights and currencies used under this system created too many complications as the volume of international mail expanded. In 1868, an official of the Postal Administration of the North German Confederation drew up a plan for a postal union between all nations. Delegates from 22 countries, including Russia, met in Berne, Switzerland, in 1874 to consider formation of such a union. The results of the convention were the "Treaty of Berne" and the founding of the "General Postal Union." Other countries joined with rapidity and in three years the name was changed to the Universal Postal Union. Currently there are approximately a hundred member-countries.

These member countries have letter traffic with each other. Thus as a member-country, the Soviet Union has international letter traffic with member-countries, but all other postal services are by agreement with individual countries.

1. Postal Agreements

The USSR negotiates postal agreements with other member-countries to provide international parcel post services as Postal Union rules are binding only for letters. With countries which are not members of the Postal Union, the USSR has no exchange of mail of any category unless a postal agreement has been signed. In these instances, as there are no previous areas of agreement, the regulations and rates covering all types of mail must be negotiated. The regulations must conform to the USSR regulations for mail entering the country, therefore, the deviations in different agreements are relatively minor.

2. Types of International Mail

The following types of postal matter are accepted for sending out of the USSR abroad, or from abroad to the USSR:

- a. Letters
- b. Post cards
- c. *Banderoli**
 - with business papers
 - with printed publications
 - with publications in Braille
 - with sample goods
- d. Insured letters
- e. Insured packages
- f. Packages (without a declared value)

* For description of *banderoli*, see Section III, B.

~~SECRET~~ /

The following are unauthorized for mailing to and from the USSR:

- a. Money orders
- b. C.O.D. postal matter

3. Transmittal Categories of International Mail and International Cachets

All Soviet international mail carries the МЕЖДУНАРОДНОЕ (MEZHDUNARODNOYE) cachet printed in Russian.

The time stamp on international mail leaving the Soviet Union is sometimes the same as on internal mail, that is, printed in Russian, but at other times follows international usage and is printed in French. Otherwise, the international postal cachets are different from the internal cachets for corresponding classes of mail. In accordance with international postal usage, the international cachets customarily have been printed in French, but during 1960 and 1961, additional cachets have appeared with the inscription both in Russian and French.

a. Regular Mail

International mail which is to travel by surface carries only the MEZHDUNARODNOYE cachet and the time stamp.

b. Airmail

International airmail has, in addition to the MEZHDUNARODNOYE cachet and the time stamp, a blue sticker affixed to the face of the envelope with AVIA and PAR AVION printed in white letters. As indicated above, formerly only French was used on these cachets, and some of the old airmail stickers are still in use. The airmail indicator may be a cachet instead of a sticker.

c. Registered Mail

In addition to the time stamp and the MEZHDUNARODNOYE cachet, international registered mail is stamped RECOMMANDE and bears another registered cachet consisting of a large "R", a blank space in which the registered number is entered by hand, and the postal designation. If this last cachet is a sticker, the postal designation will be omitted. In the event an international registered letter is lost, the responsible country is penalized 25 gold francs (Swiss).

d. Insured Mail

The international insured cachet, which appears on insured letters and packages going abroad, is always stamped on the postal matter. It contains the Latin letter "V", for valeur, the insured number and the postal designation. In addition, an insured international letter is affixed with another sticker marked value declared in both French and Russian.

e. Special Delivery

All types of international postal matter can be accepted for special delivery to foreign countries with which agreements have been reached establishing this service. Special delivery between the USSR and the

~~SECRET~~ /

U.S.A. became available during the summer of 1959. The special delivery cachet is a red sticker marked *EXPRES*.

f. Notice of Delivery

Any registered or insured international mail may be sent or received from abroad with a request for notification of delivery.

C. ADDITIONAL MAIL SERVICES

Other than the mail services conducted by the Ministry of Communications for the public, there are additional mail services available to special groups. Some of these are conducted by the Ministry of Communications, others by other ministries, alone or in collaboration with the Ministry of Communications. This study will not deal with these mail services, but will indicate only the general nature of military, government, and diplomatic mail.

1. Military Mail

Military mail is conducted under the direction of the Ministry of Defense in collaboration with the Ministry of Communications.

Regular letters and post cards to and from the members of the armed forces are mailed free. Letters or postcards to a serviceman, which are to be carried free of postage, must contain in the address the field post office (military unit) number or the name of a military institution. Mail from a serviceman is stamped with a military franking cachet in lieu of postage. This cachet is a triangle centered by a five point star. Written inside the triangle's borders, one word on each side, is soldier, letter, and free (*soldatskoye, pis'mo* and *besplatno*) for army—sailor (*matrosskoye*), etc., for navy. No exemplars are available for air force personnel.

Officers must pay postage on packages, whereas enlisted men have limited privileges in postage free packages. Packages addressed to military personnel will not be accepted if simply addressed to the field post office number or military institute, as will letters, but must carry a complete address indicating a place of location.

Postal matter addressed to field post office numbers and military units with no indication of their location, are forwarded to military postal sorting points. All types of postal matter addressed to the military is handled by the communications enterprises on a restricted basis, i.e., only employees who must process it have access to military mail. At the delivery point, military mail is turned over to a military postman by arrangement between the chief of the communications enterprise and the military unit command.

Official censorship of military mail ceased during 1954; currently no military mail is overtly censored. Only the mail of military personnel stationed abroad was overtly censored from the end of the war until the time official censorship was discontinued. During the war all military mail, to and from military units stationed both within and without the USSR, was openly censored and stamped as examined by the Military

13

~~SECRET~~ /

SEC 027 029

CR-68-1070

BEST COPY AVAILABLE

341

~~SECRET~~ /

Censor. Each Soviet army had a Military Censorship Subsection (*Voyennaya Tsensura* or VTs) which operated as a service of the Ministry of State Security under one of its directorates in Moscow.

2. Government Mail

a. Regular, Registered, and Insured Mail

Regular and registered government mail is handled by the Communications Ministry in accordance with the regulations established for the appropriate type of postal matter. In large enterprises, government mail is processed separately and forwarded in the fastest possible manner. At all enterprises, regular and registered government letters, *banderoli*, and packages are forwarded separately from other mail of the same category, even if there is only one item. Insured government letters are handled and forwarded individually.

Government postal matter is delivered in the fastest possible manner. Qualified postal employees and telegram deliverers may be used in addition to the regular postman in order to implement fast delivery.

b. Classified Official Mail

Sensitive government documents are transported by a courier system conducted under the direction of the KGB. This service is called *Fel'dyegerskaya Svyaz'* or *Fel'dsvyaz'*. As the majority of government mail is classified, one source estimates that approximately 90% of all government mail is transported by the *Fel'dsvyaz'*. This classified mail is divided into categories of varying sensitivity with special requirements for enclosing and sealing the different categories. All classified mail is transported by special courier and is delivered only to authorized personnel.

3. Diplomatic Mail

The diplomatic pouch is used to transmit the personal mail of Soviet officials stationed in USSR embassies abroad.

Personal mail from the USSR to an official station abroad is not generally addressed directly to the foreign embassy but to an address in Moscow. One source has reported this address to be a post office number; another, as in care of the Ministry of Foreign Affairs. It is probable that different types of addresses are issued for mailing to different personnel. In the event a correspondent within the USSR does use the foreign embassy address, the mail is diverted to the Ministry of Foreign Affairs and forwarded by diplomatic pouch.

D. TIME EN ROUTE FOR SOVIET MAIL

The time required for mail to reach its destination may vary widely. Any unusual delay in the delivery of mail obviously permits the op-

~~SECRET~~

portunity for censorship. However, mail is often delayed by inefficient postal processing and for other extraneous reasons. International mail is especially vulnerable to delays caused by weather conditions, rerouting in the event of shipping strikes, etc., and other seemingly unrelated events. Therefore, although a delay in time en route may indicate censorship, other factors which may cause delay in the transmittal of the mail must be taken into account.

The majority of the mail both entering and exiting the Soviet Union definitely consumes a longer time than can be accounted for by transportation and postal processing. Mail customarily takes longer entering than exiting the USSR. This would appear to indicate that mail entering the Soviet Union may be more thoroughly screened than mail leaving the Soviet Union. However, in some cases the situation is reversed, thereby disproving any established pattern. When new international correspondences are first initiated, the times en route, both entering and exiting the Soviet Union, are always longer. This tends to confirm reports that new correspondences are more closely scrutinized by the censor (see chapter IV, Soviet Mail Censorship).

Other factors inherent in the letter itself which influence the time en route are (1) the types of individuals corresponding, i.e., the mail of certain suspect categories of individuals takes longer for delivery, (2) the manner of addressing the mail, and (3) the language used in the address. Letters addressed in the Russian language are processed faster and have a shorter time en route than those addressed in other languages. This applies to local languages as well as foreign. Foreigners living in Soviet hotels suffer inordinate delays in the receipt of their mail due, at least in part, to the ineptitude of the hotel postal clerks in reading addresses written in foreign languages. Examinations of the time stamps on such mail have revealed time lags between arrival of the letter in the Soviet city and actual delivery at the hotel to be as long as seven days. There is also a difference in the time required to process letters addressed in various foreign languages. Those addressed, for example, in Farsi are usually two days longer in transit than letters addressed in English.

On the other hand, similar delays are observed in the postal handling of Soviet letters in the United States. Letters from the Soviet Union to the United States have been noted which were backstamped in the United States city upon receipt and upon delivery, and the difference in the dates indicated the U.S. Post Office was 12 days processing the letters.

Traditionally the internal mail service in the Soviet Union has always been slow, especially in the provinces. Emphasis has been placed on faster service by the Ministry of Communications, and in recent years marked improvement has been shown. Surface mail is sometimes carried by air on long routes in order to facilitate better service. Specific times en route on internal mail are not readily available, therefore, less is known concerning time en route for internal letters than for international letters.

~~SECRET~~

SEC 027 029

68-1076
BEST COPY AVAILABLE

~~SECRET~~ / []

The following is a tabulated list of pertinent data regarding time en route as shown by specific instances.

COMMUNICATION	FROM	To	TIME (postmark to delivery)
<i>a. Internal</i>			
Surface letter	Parnu	Moscow	9 days
" "	Kiyev	"	3 "
" "	Sevastopol'	"	11 "
Surface post card	Leningrad	"	4 "
Registered letter	Kuybyshev	"	4 "
Money order	"	"	6 "
Airmail letter	Kiyev	"	3 "
" "	Leningrad	"	2 "
" "	Tbilisi	"	2 "
<i>b. International</i>			
Surface letter	Moscow	Netherlands	6 "
" "	Japan	Sakhalin	15 "
" "	West Berlin	Tomsk	23 "
" "	Moscow	Greece	12 "
" "	Odessa	"	13 "
Surface registered letter	Leningrad	West Germany	5 "
Surface post card	Rovno Obl.	Florida	12 "
Airmail post card	Leningrad	Washington, D.C.	32 "
Airmail letter	Moscow	Turkey	3 "
" "	Kiyev	California	8 "
" "	Moscow	Siam	6 "
" "	New York, U.S.	Leningrad	8 "
" "	Moscow	Michigan	9 "
" "	Mich. U.S.	Moscow	14 "
" "	" "	"	7 "
" "	Florence	"	5 "
" "	Yerevan	California	12 "
" "	"	"	7 "
" "	Leningrad	West Germany	5 "
" "	Latvia	Canada	11 "
" "	Japan	Sakhalin	10 "
" "	Yalta	Germany	14 "
" "	Sweden	Moscow	6 "
" "	Moscow	Tokyo	10 "
" "	Leningrad	"	6 "
" "	Moscow	Frankfurt	6 "
" "	Tashkent	"	5 "
" "	Moscow	Missouri	9 "
" "	Finland	Moscow	6 "
" "	Moscow	Mexico City	7 "
" "	"	" "	4 "
Airmail registered letter	Khmel. Obl.	Florida	8 "
" " "	Alma Ata	California	10 "
" " "	Poltava Obl.	Newark, New Jersey	8 "
" " "	Leningrad	Illinois	5 "
" " "	Yerevan	California	16 "
" " "	"	"	9 "
" " "	Leningrad	Illinois	5 "

~~SECRET~~ / []

COMMUNICATION	FROM	To	TIME (postmark to delivery)
Surface newspaper	Germany	Moscow	5 "
" magazine	Lith. SSR	Illinois	16 "-
Airmail newspaper	Paris	Moscow	10 "
" "	Amsterdam	"	10 "

E. POSTAL RATES

In the Soviet Union it is permissible to mail any postal item, including an ordinary letter, c.o.d. (*nalozhennym platezhom*). The recipient pays the postage plus an additional charge. Many Soviets believe that a letter sent without postage is dispatched faster in order that the fee may be collected without delay.

1. Soviet Postal Rates

On 1 January 1961, concurrent with the re-evaluation of the currency in the USSR, the Ministry of Communications issued new postal rates and new denominations of stamps.

The past four years have seen many changes in postal rates, especially in those of internal airmail. However, none of these changes, with the possible exception of the revision of rates in September 1957, have been as all inclusive as the change made to conform with the new currency. And no previous changes have necessitated complete new issues of stamps.

Prior to the revision of rates in September 1957, postal rates were prominently displayed in post offices on blue and silver posters. After this revision the posters disappeared and published lists of rates have been difficult to obtain since that time. This and subsequent changes were announced in the press with instructions to inquire at the post office for the new rates.

It is understandable, then, that a change on the scale of the most recent one has been confusing and chaotic to the public. Travelers in the Soviet Union in the summer of 1961 found it difficult to obtain the appropriate postal rates for their personal use.

The current known Soviet postal rates are as follows:

a. Internal

POST CARDS

Surface	3 kopek
Airmail	4 "
Registered Surface	10 "
Registered Airmail	10 "

LETTERS

Surface	4 "
Airmail	6 "
Registered Surface	10 "
Registered Airmail	12 "

ADDITIONAL 20 GRAMS OR FRACTION

2 kopek
3 "

17
~~SECRET~~ / []

SEC 027 029

44-345

CR-68-1070
BEST COPY AVAILABLE

~~SECRET~~ []

b. International

POST CARDS			
Surface	4	"	
Airmail	14	"	
LETTERS			
Surface	6	"	4 kopek
Airmail	16	"	5 "
Registered Surface	18	"	
Registered Airmail			
Special Delivery	18	"	

2. Postal Rates to the Soviet Union

a. Letters

Germany, East (DDR)

Surface Rate: 25 Pfennig for first 20 grams and 15 Pfennig each additional gram.

Air : Surcharge (added to surface) 5 Pfennig for each 20 grams.

Germany, West (Federal)

Surface Rate: 40 Pfennig for first 20 grams and 20 Pfennig for each additional 20 grams.

Air : Surcharge—15 Pfennig each 20 grams.

Aerogram : Combined rate (total) 60 Pfennig.

England

Surface : 6 Pence for first oz. and 4 Pence for each additional oz. or fraction thereof.

Air : No additional charge—All-up service applies.

Aerogram : Combined rate 6d.

Norway

Surface : 90 Öre for first 20 grams and 55 Öre for each additional 20 grams or fraction thereof.

Air : No surcharge for air—All-up when available.

Sweden

Surface : 40 Öre for first 20 grams and 25 Öre for each additional 20 grams.

Air : No surcharge for air—All-up when available.

U.S.

Surface : \$.11 for first oz. and \$.07 each additional oz.

Air : \$.25 for each ½ oz. }

Postcard : \$.11 each } —combined rate

Aerogram : \$.11 each }

Canada

Surface : \$.06 for first oz. and \$.04 each additional oz.

Air : Combined rate—\$.15 each ½ oz.

Postcard : \$.15 each.

Aerogram : \$.10 each.

Brazil

Surface Rate: 16 Cruzeiros for first 20 grams and 9 Cruzeiros for each additional 20 grams or fraction thereof.

Air : Combined airmail rate of 27 Cruzeiros for first 5 grams. 21 Cruzeiros for each additional 5 grams.

18
~~SECRET~~ []

BEST COPY AVAILABLE

~~SECRET~~ /

a. Letters (*Continued*)

India

Surface : 30 nP. for first oz. and 20 nP. for each additional oz.
Air : Surcharge—USSR in Asia 30 nP. per 10 grams
USSR in Europe 60 nP.

Nigeria

Surface : 6 d for first oz. and 1½ d for each additional oz.
Air : Surcharge—1s 3 d for each ½ oz.

b. Printed Matter

Germany, East (DDR)

Surface Rate: 10 Pfennig for first 50 grams and 5 Pfennig for each additional 50 grams.

Air : Surcharge 5 Pfennig each 50 grams.

Germany, West (Federal)

Surface : 10 Pfennig for first 50 grams and 10 Pfennig for each additional 50 grams.

Air : Surcharge—15 Pfennig per 50 gram.

England

Surface : 2 Pence for first 50 grams and 1 Pence for each additional 50 grams.

Air : None.

Norway

Surface Rate: 35 Öre for first 50 grams and 20 Öre for each additional 50 grams.

Air : Surcharge—20 Öre for 20 grams.

Aerogram : Combined rate—90 Öre.

Sweden

Surface : 15 Öre for first 50 grams and 5 Öre for each additional 50 grams.

Air : Surcharge—15 Öre for 50 grams.

Aerogram : Combined into 40 Öre.

U.S.

Surface : \$.90 per 1st 2 lb. and \$.35 for each additional lb. or fraction thereof.

Air : \$.50 per 1st 2 oz. and \$.30 for each additional 2 oz. (combined rate).

Canada

Surface : \$.02 for first oz. and \$.01 for each additional oz.

Air : Combined airmail rate \$.15 for each ½ oz.

Brazil

Surface : 6 Cruzeros for first 50 grams and 3 Cruzeros for each additional 50 grams.

Air : Combined—18 Cruzeros for first 25 grams plus 15 Cruzeros for each additional 25 grams.

India

Surface : 12 nP. for 1st 2 oz. and 6 nP. for each additional 2 oz.

Air : Surcharge—USSR in Asia—10 nP. for 10 grams.
USSR in Europe—15 nP. for 10 grams.

Nigeria

Surface : 2½ d for first 2 oz. and ½ d for each additional 2 oz.

Air : No available rates.

CR-68-1076

~~SECRET~~ /

19

SEC 027 029

347

BEST COPY AVAILABLE

~~SECRET~~

THIS PAGE INTENTIONALLY
LEFT BLANK

348

20

~~SECRET~~

~~SECRET~~ /

III. SOVIET POSTAL REGULATIONS AND USAGE

A. PROCEDURES FOR MAILING AND RECEIVING LETTERS

1. Addressing Procedures

Although the modes of writing Soviet addresses reflect as many variations in individual taste as those in any other country, the components of a Soviet address always occur in the following order:

a. The name of the city or town, indicating the oblast (kray, republic), rayon, and village soviet where necessary. The name of the republic, oblast, or kray may be omitted to cities which are republic or oblast (kray) centers.

Many Soviet cities are divided into postal zones, or regions, and when applicable, the postal zone number follows the city.

NOTE: In the case of Moscow and Leningrad the zone designation includes a letter as well as a number.

b. Street, house number, and apartment number.

c. Last, first, and patronymic names of the addressee (in the dative case) or the full name of the institution, organization or enterprise. Inclusion of the patronymic is necessary excepting in areas in which this requirement has been nullified by union republic law.

If addressed to general delivery or to a post office box in a city with more than one post office, the post office number must be included in the address. It is compulsory to complete the first name and the patronymic (except where not required by union republic law) on all postal matter addressed to general delivery. The name of the addressee may be omitted when addressing to a post office box.

With the exception of addresses to general delivery, postal matter may be addressed to two individuals and in such cases is delivered to either addressee. In addition, the sender may address to one individual for forwarding to another individual. In this case delivery is made only to the first addressee.

The address on postal matter mailed within the border of a republic or autonomous oblast may be written in the local national language. The address on postal matter mailed beyond the borders of a republic or autonomous oblast is written in Russian or in both Russian and the local national language. International mail must be addressed either in the language of the country of destination or in French. The names of the country of destination, city, and street address are required to be written in Russian also. However, failure to add these parts of the address in Russian will not cause refusal to transmit the letter.

The Soviet postal authorities can be very exacting in regard to the addressing and general appearance of a letter going abroad. They will

21

~~SECRET~~ /

SEC 027 029

BEST COPY AVAILABLE

~~SECRET~~ /

refuse to transmit an international letter on such minor counts as a soiled envelope or the address and return address being written in different colors of ink.



FIGURE 7. Sample address for postal matter sent to republic, oblast (krai) centers and large cities.



FIGURE 8. Sample address for postal matter sent to cities which are not republic or oblast (krai) centers.



Кому: Васильевой
Анне Федоровне

Адрес отправителя: [REDACTED]
Юдиного, Брянской обл., Погарского р-на, с. Березовка
Щербакова Лариса Васильевна

FIGURE 9. Sample address for postal matter sent to a rural area.

Класс ст. Зорька

Юго-Восточной ж. д.
Балашовской обл.

Маркову
Василию Андреевичу

Адрес, от которого: Пенза 3, ул. Тихова, дом 44,
кв. 3, Кузнецов Валерий Сергеевич

FIGURE 10. Sample address for postal matter sent to railway stations and sidings.

~~SECRET~~

2. Return Addressing Procedures

The return address is written on the front of the envelope, at the bottom, in the same order as the address. It is not usually indented but written continuously as space permits. The name may be in either the nominative or dative case. The return address on international mail must be written in either Russian or French. The following types of letters are required to have a return address:

- a. Internal registered letters
- b. Internal insured letters
- c. Letters addressed abroad

In regard to the last category, a few international letters, presumably mailed in street boxes, are transmitted without a return address in spite of the fact that post offices will not accept international postal matter without a return address.

Ordinary surface internal letters are not required to have a return address and frequently do not. When using a printed envelope with indicated space for a return address, a blank in this space will obviously be conspicuous. Internal Soviet letters have been observed which have used an incomplete address in this space, as for example, only the city, or the city and the last name.

3. Enclosures

a. Internal

Items prohibited and items conditionally accepted in the internal mails are listed in appendix A. A Soviet post office will accept and deliver internal regular and registered letters containing enclosures consisting of:

written messages	drafts
instructions	schematism
documents	talking letters (sound recordings)
circulars	court documents
photographs	manuscripts
artistic post cards	printed matter

Insured internal letters may have as enclosures all kinds of valuable papers and documents as:

diplomas	photographs
pasports	printed matter
official documents	birth and marriage certificates
state bonds	collections of postage stamps
manuscripts	

b. International

Appendix B consists of a list of the articles prohibited and conditionally acceptable for mailing as international postal matter. In addition, all dutiable articles (for duty-free articles see Book Dispatch 2774)

~~SECRET~~

BEST COPY AVAILABLE

00-000000-332

~~SECRET~~ /

are prohibited as enclosures in letters excepting duty-prepaid medicine mailed into the Soviet Union as letter packages (air or surface). Specifically prohibited as enclosures for international letters are:

Documents, printed items, prints, photographs, manuscripts, graphs, drawings, negatives, films, etc.; which can cause political or economic damage to the USSR.

Paper money of the USSR.

Checks, drafts, foreign obligations, stocks and coupons, except in accordance with the regulations of the State Bank of the USSR.

Postage stamps, canceled or not, philatelic collections, obsolete bonds or bills of exchange addressed to private individuals.

Match-box labels for collectors, if more than one of a kind is sent, without a permit from the Ministry of Foreign Trade.

Playing cards.

Articles prohibited or restricted as parcel post are prohibited or restricted in the postal union mail.

Insured international letters may contain documents and objects of value excluding written messages and items forbidden to be mailed.

Attempts to circumvent the above prohibitions in the international mails have met with varied success during different periods. For example, there was a common belief among Soviets that stamps could be safely enclosed in an international letter providing the letter was registered. International registered letters frequently contained stamps prior to 1956 at which time this practice began to diminish gradually. By 1957 it had ceased altogether. Instead, if an individual desired to send stamps abroad, they were affixed to the outside of the envelope. Again gradually the practice was beginning to recur until the appearance of the new stamps on 1 January 1961, which collectors have found almost impossible to mail in letters, registered or otherwise. Likewise, in the past, handkerchiefs and scarves were consistently removed from letters to the Soviet Union (fabrics are highly suspect of SW); but, in 1960, some enclosures of this nature were reaching their destination, while others were removed. As identical enclosures sent from the same country to the same locale in the USSR, in some instances, do go through and in others do not, and moreover, as the removal of enclosures, or the return of letters with enclosures, follows no discernible pattern, the foregoing appears to indicate an unevenness in the performance of Soviet censorship.

A Soviet youth related the following concerning a correspondence he carried on for a few months with a girl from West Germany. They had made a prior agreement that in each letter the girl would enclose a stick of chewing gum, which is forbidden to import. Should the chewing gum be missing when the Soviet received the letter, he would know that the letter had been opened and the gum confiscated. The gum was missing from all except three of twelve letters.

25
~~SECRET~~ /

CR-68-1070
SEC 027 029

BEST COPY AVAILABLE

~~SECRET~~

4. Size, Weight, and Wrappings of Letters

Envelopes for internal letters may vary in size from 70 x 100 millimeters to 222 x 312 millimeters. An international letter may not exceed 90 centimeters in all dimensions and the largest measurement may not exceed 60 centimeters.

The weight of any letter, internal or international, may not be more than 2 kilograms.

Insured letters may be mailed in envelopes, or in wrappers of heavy paper, fabric, or oilcloth. Size and weight limits are the same as for regular letters.

5. Mailing Procedures

Both internal and foreign surface and airmail letters may be mailed in street mail boxes or in post offices, including branch offices at hotels, universities, etc., as well as city branch offices. Street boxes located near places frequented by foreigners are likely to be under surveillance, and the mail in these boxes investigated. This includes boxes near hotels, Intourist facilities, railway stations, airports, embassies, etc. Generally, Soviets prefer to mail at a post office not for security reasons but because the mail is processed faster.

The procedures for mailing letters are much less complicated than those for receiving. No documents are required to be shown to mail any type of letter. Letters, except when insured, are no longer required to be presented open at the post office; therefore, it is necessary to go to the post office to mail a letter only if the letter requires a transaction with the post office, as is the case when mailing a money order, a registered letter or an insured letter. Technically, i.e., according to Soviet postal regulations, a registered letter, if properly marked as registered and stamped with sufficient postage, may be dropped into a mailbox. Naturally, the sender foregoes a receipt. It is not believed that Soviets take advantage of this technicality by mailing registered letters in this manner.

When mailing a letter of either of the above mentioned categories at the post office a receipt is given to the sender. The procedure is as follows: the sender fills out a three section form with sender and receiver's name and address and the information appropriate to the type of letter. The sender then detaches one section which constitutes his receipt. In villages and rural areas which have no post office, letters requiring a transaction with the post office may be given to the mailman, who will mail the letter at the post office and bring back a receipt on his next trip.

Insured letters are presented at the post office open and accompanied by a list of contents. The contents may not be insured beyond their value. Documents are insured for the cost of obtaining new ones. USSR bank notes are insured for their face value, and foreign currency in accordance with the official rate of exchange.

~~SECRET~~ /

Money orders may be sent by mail or telegraph, but only within the borders of the USSR. Only cash in USSR currency is acceptable in payment of money orders.

6. Receiving Procedures

Control of letters is maintained at the receiving end to a greater extent than at the mailing. This control is accomplished in part by requirements to call at the post office for certain types of letters and, to a greater extent, by the requirement to show identification documents before receiving certain types of letters. Receiving procedures are the same for internal and international letters of the same type, excepting for insured letters.

In January 1958, a change in postal regulations went into effect which purported to ease identification and simplify mailing and receiving procedures. Although these changes are noted below, in actual fact they have little significance, with the possible exception of the changes regarding documentation and mailing and receiving registered letters.

a. Documentation

Documents which may be used for identification to receive letters (applicable to all other postal matter) are as follows:

- (1) The internal *passport*.
- (2) The certificate issued in place of a *passport* at the addressee's place of work. The certificate must have a photograph of the holder, his signature, and indicate that it has been issued in place of a *passport*.

In addition, issuance of all types of postal matter is made on the basis of the following documents:

- (1) To deputies of the Supreme Soviet, USSR, and supreme soviets of union and autonomous republics—by presentation of their deputy certificates.
- (2) To students in schools and teachers—by single identification cards on which the school verifies the person and signature of the student.
- (3) To minor students of *tekhnikums*—by presentation of a student card containing the photograph and personal signature of the holder of the card.

In rural areas where the *passport* is not used, substitute documents may be:

- (1) Identification card issued by a village soviet or workers' deputy.
- (2) Identification card issued to a worker by the enterprise or institution where he works.
- (3) A certificate for one time use only for receiving mail issued by the place of work, village soviet, workers' deputy or *kolkhoz* administration.

CK-68-1076

~~SECRET~~ /

SEC 027 029

BEST COPY AVAILABLE

00 355

~~SECRET~~ /

There also is a method whereby mail may be received by proxy. An individual may authorize another to receive his mail by giving a power of attorney, either for a single instance or for a fixed period (not to exceed three years). The person holding the power of attorney is required to show his *passport* when receiving the mail.

b. Letters Delivered to Addressee's Home

Ordinary surface and airmail letters (and post cards) are delivered to the addressee's home address and are received without showing documents. In multidwelling buildings, as apartment houses, delivery is made to mail boxes on the first floor or to each apartment. If delivered to the apartment, the letters are placed in a box or slot on/in the door. If no box or slot is provided, and if no one is at home to receive the mail, the letter is not left, but instead a notice to call at the post office for the letter.

Delivered personally to the recipient at his address and requiring a signature, are special delivery letters, registered letters, money orders, internal insured letters up to 200 rubles value in cities and 100 rubles in rural areas. Documents are shown to receive registered letters when the postman finds it necessary to verify the address. Money orders will be delivered without a document check if the addressee is personally known to the mailman. It is customary to tip the postman when receiving a money order.

c. Letters Not Delivered to Addressee's Home

Letters addressed to general delivery or a post office box, insured letters and money orders excluded above, international insured letters, and any type of letters wherein attempted delivery has failed, must be picked up at the post office. Before the new postal regulations were in effect, it was required that the recipient show his *passport* for identification before picking up mail at the post office. This has been liberalized in two respects, (1) if the recipient is known to the postal clerk, no identification is necessary, (2) to receive registered letters and money orders up to 10 rubles, substitute documents (see a above) may be shown.

d. General Delivery

General delivery (*do vostrebovaniya*) is widely used in the Soviet Union. For a general delivery address all that is necessary in addition to the name, city, and the general delivery indication, is the number of the post office in cities large enough to have more than one. An individual must call at the post office to determine if he has received any mail at general delivery; if he is known to the postal worker the letter is handed over without showing identification. Otherwise, the *passport* is shown to establish his identity.

The propensity of Soviets to use a general delivery address has frequently been questioned. Obviously there could be a variety of personal reasons. For example, a general delivery address shields the corre-

~~SECRET~~ [REDACTED]



FIGURE 11. Mail box on an apartment door.

CK-68-1078

29
~~SECRET~~ [REDACTED]
300 307

SEC 027 829

BEST COPY AVAILABLE

~~SECRET~~ /

spondent's home address. This could be desirable for simple as well as nefarious reasons. Some of the reasons Soviets have given for their own use of general delivery are:

- (1) Speed and convenience. If one calls at the post office daily, perhaps from a nearby office, letters are received a day earlier than when delivered to the home.
- (2) Privacy from family, neighbors, etc., afforded by general delivery.
- (3) Convenience while traveling, or other uncertain conditions wherein the future specific address is not known.



FIGURE 12. Mail sorting room in the K-9 Post Office in Moscow.

e. Letter Delivery to Hotels

Letters addressed to guests registered at hotels are delivered to the hotels several times per day. There they are sorted by the hotel post office and delivered to each floor supervisor's desk. Occasionally the mail clerk delivers letters directly to the room, but this is not required and is done strictly as a favor. Only registered letters require a signature upon delivery, and either the recipient or the floor supervisor may sign. Letters addressed to hotels are often delivered to the wrong individual due to the difficulty encountered by hotel personnel in reading names and addresses written in other than the Russian language.

30
~~SECRET~~ /
00 358

BEST COPY AVAILABLE

~~SECRET~~ /

Improvement in service from this point of view may be expected in Moscow with the establishment of the new post office for the use of tourists. Otherwise, it is not known how the new post office will affect mail procedures for the tourist in Moscow.

7. Forwarding and Returning Procedures for Letters

In order to have mail forwarded to a new address, a postal form, provided for this purpose, is filled out and left with the post office. When mail is being forwarded, the Cyrillic, "Д" (D), underlined, and the new address are placed on the front of the envelope. In the event an individual will be away from home for a short time, it is possible to have the mail held at the post office for a period of 1 1/2 months. All that is required for this service is the individual's signature and the expected date of return.

If mail delivery is not made because the addressee (1) refuses the letter, (2) has moved, leaving no new address, (3) is deceased, or (4) is not known at the address, the letter is returned to the sender without a waiting period. An internal letter with no return address is forwarded to the dead letter office where it is held for one month and then is destroyed. Any undelivered international letter, regardless of whether there is a return address or not, is returned to the international postal exchange area from which it was received.

Letters returned to the sender are marked with the Cyrillic letter, "В" (V), underlined, and the place to which the letter is being returned.

B. PROCEDURES FOR MAILING AND RECEIVING BANDEROL' MAIL

The Russian word for *banderol'* is generally translated "third class." As this class of mail actually differs from third class mail and has no exact counterpart in American mail, the term *banderol'* is retained for purposes of this study.

Banderol' is a classification of mail characterized by restricted contents, size, weight and, in some instances, the manner of wrapping. Listed below are the specifications postal matter must meet to classify as *banderol'*.

1. Contents

a. Internal

- (1) Printed publications including books, brochures, magazines, newspapers, photographs, albums, Braille texts, maps, calendars, catalogues, printer's proofs, sheet music, note books, and paper, etc.
- (2) Business papers including statements, powers of attorney, wills, accounts, drafts, diagrams, legal papers, etc.
- (3) Seeds for planting.
- (4) All other articles of cultural and everyday use excluding food products and articles prohibited from the mails.

31
~~SECRET~~ /

400 359

CR-66-1070
SEC 027 029

BEST COPY AVAILABLE

~~SECRET~~ /

b. International

- (1) Printed matter containing periodicals, books, brochures, music, visiting cards, gravures, photographs, pictures, drawings, geographic maps, patterns, catalogues, all kinds of reprints and reproductions made by mechanical printing (except decals, stamps or typewriting).
- (2) Business papers.
- (3) Sample goods.
- (4) Braille texts.

2. Size and Weight

a. Internal

The largest dimensions for an internal *banderol'* is 45 centimeters in each direction and for circular tubes, 70 centimeters in length and 15 centimeters in diameter. If the enclosure cannot be folded, the length may be up to 1.5 meters and the enclosure must be wrapped around a stick. The smallest dimensions for an internal *banderol'* is 10 x 5 centimeters with appropriate thickness.

	Weight Limit
Printed publications and business papers	2 kilograms
If only one book	3 "
Braille texts	5 "
Seeds and objects of cultural and every-day use	1 "

b. International

The dimensions for a *banderol'* addressed abroad must not exceed those set for international letters. The total length, width, and thickness must not exceed 90 centimeters and the largest of these measurements must not exceed 60 centimeters. A rolled international *banderol'* must not exceed 100 centimeters in total measurements, with the length not longer than 80 centimeters. Minimum size for an international *banderol'* is the same as for an international letter—10 x 7 centimeters.

	Weight Limit
Business papers	2 kilograms
Printed matter	3 "
If only one book	5 "
Braille texts	7 "
Sample goods	500 g

3. Wrappings

A *banderol'* may be rolled into a tube and wrapped with a paperband unless it (1) contains books, (2) contains several articles, (3) weighs more than 500 grams, or (4) is to be insured. Any of these conditions requires wrappings which seal the contents on all four sides.

The first three categories listed under internal contents above may be sent as regular, registered, or insured *banderol'*; but articles falling in

~~SECRET~~ /

the fourth category can be mailed only as insured. *Banderol'* may be sent airmail, and internal insured *banderol'* may be sent c.o.d. The value of any *banderol'* is limited to 20 rubles.

4. Mailing Procedures for Banderol'

Documents are not shown to mail a *banderol'*. Insured and registered *banderol'* mail must be presented at the post office unsealed for inspection of contents. The sender of an insured *banderol'* fills out a form listing the contents and their value. After checking the contents, the postal worker certifies the inventory and packs it in the *banderol'*. When accepting for mailing a registered *banderol'*, the postal worker checks the condition of the wrappings, correctness of the address and payment, and inspects the *banderol'* for illicit enclosures, then seals the *banderol'*. When a *banderol'* is packed in factory wrappings no inspection is made of the contents.

Regular *banderol'* must be wrapped in such a manner that it may be opened to inspect the contents without damaging the wrappings, and may be mailed at the post office or in a street mail box, if size permits. For a *banderol'* going abroad the sender must mark on the wrappings the type of contents in French. For example, printed matter must be marked *IMPRIMÉS*.

5. Receiving Procedures for Banderol'

Regular *banderol'* is delivered to the addressee's home and received without showing documents. A registered or insured *banderol'* is also delivered to the home but is signed for and the internal *passport* (or substitute documents; see Receiving Procedures for Letters) is shown in order to establish the identity of the addressee. If the addressee is not at home for two attempted deliveries, a notice is left for him to call at the post office for the *banderol'*. If an insured *banderol'* is damaged or short in weight, it is opened and checked against the list of enclosures in the presence of the addressee.

C. PROCEDURES FOR MAILING AND RECEIVING PACKAGES

1. Internal

a. Contents

It is permissible to mail "various kinds of items of cultural-everyday use and productive purpose, food products, semi-finished goods, medical preparations, printed matter, live plants, live bees, day-old chicks, etc., in packages" in the internal mail. For a list of articles prohibited from the internal mail, see appendix A. In addition, there are local restrictions on shipments of vegetables and fruits from certain cities. The local restrictions are posted on the walls of the post offices concerned.

However, for articles which may be mailed in packages there are specific requirements for packing certain items. Moreover, packages containing vegetables and fruits can not be sent to a general delivery address. Even with this restriction, Soviet post offices are often per-

33
~~SECRET~~ /

00800 361

OK - 68 - 1076
SEC 027 029

BEST COPY AVAILABLE

~~SECRET~~ /

meated with the smell of rotten fruit in the summer time. Packages from quarantined areas are accepted only if presented with a quarantine certificate.

Enclosure of written material in a package is technically illegal; but this regulation is not enforced, and enclosing written messages in internal packages is common practice.

b. Weight and Size Requirements

The maximum weight of an internal package is 10 kilograms. The maximum dimensions are limited to 70 centimeters in each dimension, and the minimum dimensions permitted are 10 centimeters in one dimension and not less than five in each of the other two. Large items which can not be separated to conform to these requirements may be mailed in packages two meters long providing all other dimensions do not exceed three meters and the weight limit is 20 kilograms.

c. Wrapping, Packing, Addressing, and Evaluating Requirements

One piece, unbreakable, non-bulky articles, e.g., a child's tricycle, may be mailed unwrapped. Packages valued up to 100 rubles may be wrapped in paper; packages evaluated higher must be packed in wooden or metal boxes and covered with sewn materials unless the articles are still packed in the original factory wrappings. Any package which is not wooden or covered with cloth must be tied with cord. Sealing tape is not permitted. The Union Republic Ministers of Communications and Chiefs of Oblast, Kray and Republic Communications Administrations have the right to establish simpler regulations concerning wrapping of packages which are sent within their own boundaries.

Certain items must be packed and wrapped by the post office, namely, glass parts, radio tubes, movie film, seeds and grains, fluids, fresh vegetables, bees, poultry, fragile and breakable objects. Otherwise, senders may pack their own packages providing they conform to regulations applying to the different types of contents and wrap the packages in such a manner that the contents may be inspected. Boxes and packing materials are usually purchased at the post office. Whether or not internal packages which are wrapped by the sender are inspected at the mailing point appears to vary in different locales. The postal clerk may inspect the packages, but the majority will accept a properly wrapped and addressed internal package without inspecting the contents.

If the package is packed and wrapped by a postal employee, it will be handed back to the sender for addressing. The address and the return address, which is required on all internal packages, are written in the same manner as on a letter.

A package may be mailed without declaring the value of the contents or may be given any value by the sender, providing it does not exceed the actual cost. However, a package wrapped in paper may not be valued above 30 rubles. Packages with a declared value may be mailed c.o.d.

~~SECRET~~

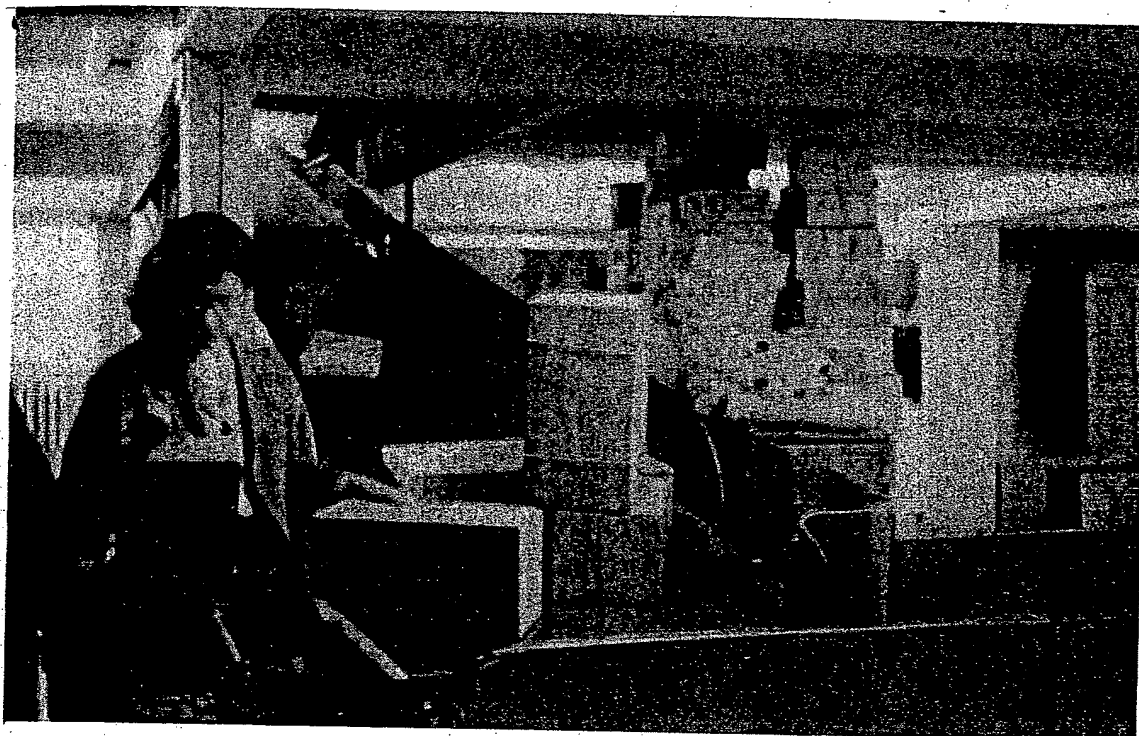


FIGURE 13. Package sorting machine in operation.

d. Mailing Procedures

Documents are not shown to mail packages. The sender fills out an address blank which is attached to the package. This address blank notes (1) the name and address of sender and receiver (this does not replace the required addressing on the package itself), (2) the value and weight of the package, (3) a statement, if applicable, that the package is fragile or contains a veterinarian or quarantine certificate, and (4) if the package contains vegetables or fruits. The postal worker checks the wrappings, addressing, the address blank, and determines if the package is not prohibited at the address indicated, seals the package with wax seals and sends the package on its way.

e. Receiving Procedures

- There is a package delivery service available in only a few cities and rayons, wherein a package may be delivered to the recipient's home, and a fee is charged for this service. However, in the main, packages are called for at the post office. The address blank has a detachable portion which is removed at the receiving post office and mailed to the addressee to notify him he has a package. The addressee then calls for the package, signs the notice (in case of home delivery the notice may be signed by any adult member of his family), fills out the reverse side of the address blank and shows his *passport* or substitute documents. The

~~SECRET~~

35

363

SEC 027 029

BEST COPY AVAILABLE

~~SECRET~~ []

signatures are compared, the validity of his documents checked, and the package weighed in his presence. If the weight differs from that shown on the package, the contents may be checked in the presence of the addressee. Otherwise the package is not opened upon delivery. The address blank and the signed notice are retained by the post office as receipts. In the case of returned or forwarded packages, the recipient pays the additional postage.

2. International Packages

Packages destined to go abroad can be accepted only to those countries with which the USSR has postal relations and has signed a postal agreement covering packages. The packages must conform with the regulations for packages entering the country in question as well as with the regulations of the USSR. International packages are not accepted by all communications enterprises but only by main post offices and communications offices. There is one exception to this otherwise rigid rule—packages containing books may be mailed from any post office.

International packages must be addressed in the language of the country of destination or in French. In addition, the name of the country of destination, city, and street address should be written in Russian. However, failure to do this will not cause the package to be refused. A return address is mandatory and must be written in ink or indelible pencil in either Russian or French.

Soviet newspapers and magazines cannot be enclosed in packages containing other commodities, and are not allowed to be used as packing material in international packages.

The official postal regulations of the USSR make a distinction concerning international postal packages between a box (*yashchik*) with declared value, i.e., insured, and a parcel (*posylka*). Their respective requirements are as follows:

a. Insured Boxes

(1) Contents

Contents may be articles of jewelry, insured items, and narcotics for medical or scientific purposes to countries permitting shipment under these conditions. Documents in the nature of personal correspondence, bank notes, currency, or any kind of paper having value to the bearer are prohibited. A list of contents and a copy of the sender and receiver's name and address may be included.

(2) Wrappings

Insured boxes must be constructed of wood (at least 8 millimeters thick) or metal. Both the top and bottom of the box must be completely covered with white paper in order to provide space for the addressing, stamps, etc. The box must be tied with heavy twine and the ends of the twine sealed to the wrappings of the box.

~~SECRET~~ /

(3) *Weight and Size*

The weight may not exceed one kilogram. The dimensions must be within 30 centimeters in length, 20 centimeters in width and 10 centimeters in height.

(4) *Mailing Procedures*

No documents are shown to mail an insured box. The box is always presented open at the post office, where the contents are examined and packed by the postal clerk, who also checks the addressing, the inventory, and its acceptability at the country of destination.

(5) *Receiving Procedures*

Insured boxes are never delivered to the addressee's home; they are opened and inspected, after identification of the addressee by his *passport*, in his presence at the communications enterprise. If the box contains items prohibited from the USSR the package is not delivered and the entire package is returned to the sender. The enclosure of a letter of a personal nature is not sufficient grounds for returning the box, but the addressee must pay twice the usual rate for the letter.

b. *Parcels*

(1) *Contents*

Parcels sent abroad may contain all types of objects and food products, excluding those prohibited or limited from the international mails (see appendix B). Parcels have been refused on the grounds that the goods were shoddy and therefore constituted a reflection on the USSR.

(2) *Wrappings*

The parcel wrappings must be suitable for the contents, length of route, and condition of shipment. In addition, the wrappings must be such as to allow inspection of contents without damage to the wrappings.

(3) *Size and Weight*

No single item in a parcel should be longer than 1.5 meters. The length and the other greatest circumference may not exceed three meters. The weight limit for packages to each country is established in the bilateral postal agreement concerning packages. The weight limit for packages to and from the United States and the Soviet Union is 44 pounds.

(4) *Mailing Procedures*

International parcels are submitted unsealed for verification of contents. The sender fills out an accompanying address blank, customs declaration, and inventory of contents if required by the country of destination. The sender states on the back of the address blank the disposition to be made of the parcel in the event it can not be delivered. In the customs declaration the sender lists all objects enclosed in the parcel with the quantity, weight, and value of each.

In accepting an international parcel the communications employee, in addition to the inspection performed for an internal package, deter-

~~SECRET~~ /

37

SEC 027 029

BEST COPY AVAILABLE

14-00000 365

~~SECRET~~

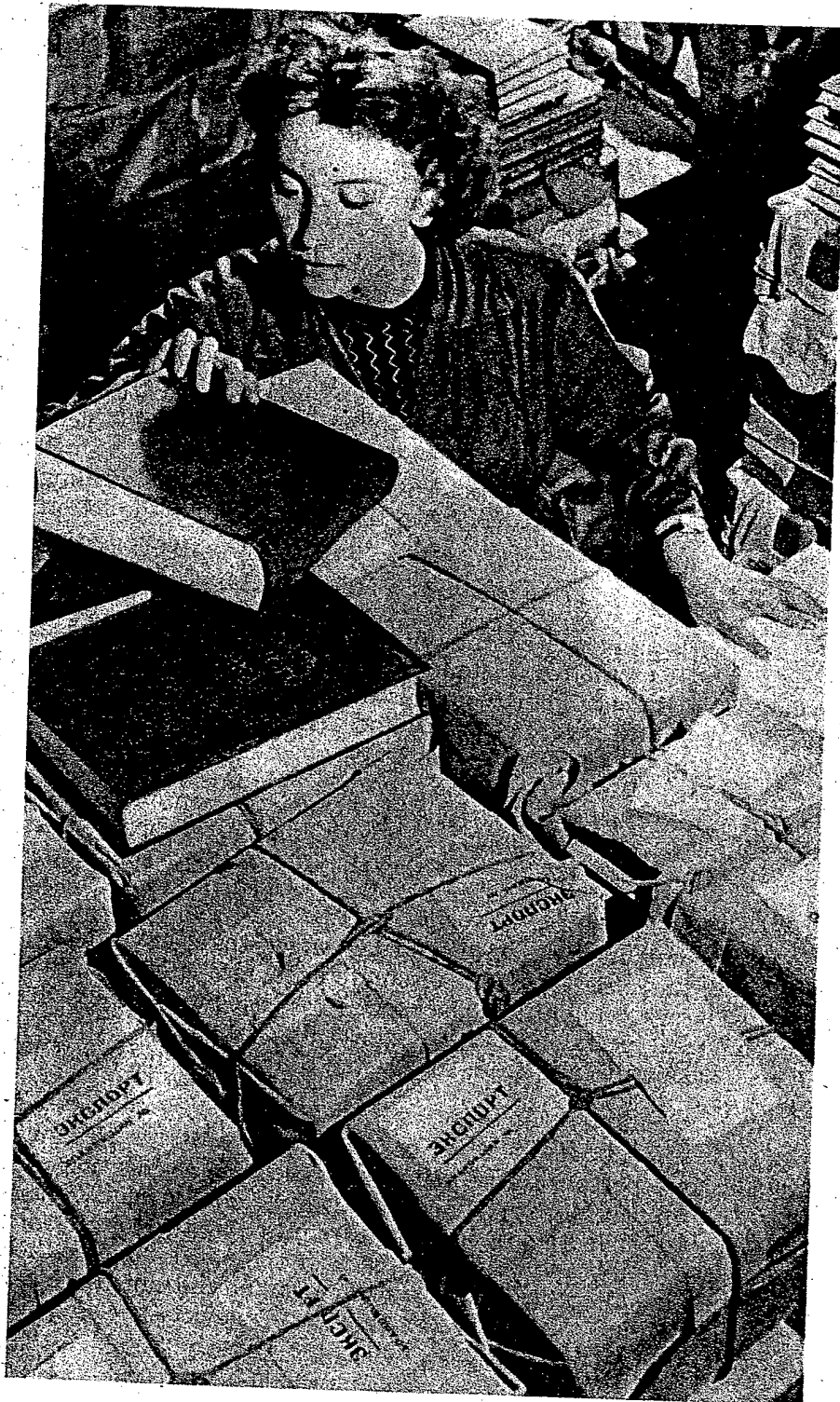


FIGURE 14. Books wrapped for shipment abroad.

38
~~SECRET~~

BEST COPY AVAILABLE

000 366

mines (1) that the country of destination accepts packages from the USSR and that attached declarations are in accordance with that country's requirements, and (2) that no items in the parcel are prohibited from leaving the USSR. After converting values in accordance with the rate of exchange, he then repacks, seals and weighs the parcel, and writes the exact weight on the wrappings, the address blank, and the customs declaration. In addition to the mailing rate, there is a charge for repacking the parcel after the customs inspection which is made at the international exchange point.

(5) *Receiving Procedures*

International parcels are not opened upon delivery unless damaged. They are weighed; and if the weight is less than that indicated on the package, the postal clerk will offer to inspect the package in the presence of the recipient. This offer is usually refused for fear some irregularity will be found and the package returned to the sender. Receiving procedures are the same as those for receiving internal parcels. Reports have indicated, however, that upon receipt of a package from abroad, postal workers may query the addressee as to what country the package may be from. There have been cases wherein the addressee named the wrong country and the package was withheld.

c. *Small Packets*

The exchange of small packets was introduced on 1 October 1959. This service allows small articles—whether dutiable or not—to be transmitted faster than regular packages. The packet must weigh less than five kilograms. A return address is mandatory, as is a list of contents. Prohibited as enclosures are coins, money, postage stamps, valuables payable to the bearer, platinum, gold, silver, or precious stones. Small packets must be marked on the front *petit paquet* and must bear the green customs label.

3. *Package Mailing to the USSR*

Packages are received in the USSR from many parts of the world, particularly by those with friends and relatives abroad. Persons in the Soviet Union solicit packages through their international correspondence, while the Soviet Government facilitates receipt of same by enabling the sender to remit the customs duty in advance.

The number of packages entering the Soviet Union from abroad is not known, but over \$100,000,000 revenue is collected annually by the USSR on duty-prepaid packages alone. Another indication of the size of the duty-prepaid package traffic is the initial advance deposit of \$50,000 which Intourist required of one United States duty-prepaid package mailing firm to insure collection of duty.

The contents of packages mailed into the USSR are used principally by the recipient to relieve personal consumer shortages or as a source of additional income. Formerly many persons were able to support themselves on the sale of contents of packages from the West by virtue of the high prices these goods brought on the black market. In 1959,

~~SECRET~~

the controls on black marketing became more effective through the operation of a central outlet where individuals brought these goods for public sale and the authorities received a commission on all sales. Despite the heavy fines for those caught dealing in the black market and a 1960 propaganda campaign versus the need for Western goods, requests for packages from the West have continued. Some of the most common requests include: clothing, dress and coat fabrics, fashion designs, shoes, leather, needles, table cloths, ladies' gloves and stockings, ballpoint pens, medicines, etc.

a. Mailing Requirements and Procedures

A package can be mailed to the Soviet Union from any country which has postal relations with the Soviet Union and has signed a postal agreement concerning packages, provided the package and its contents meet the postal regulations of the two countries. Appendix C contains a list of articles which may be mailed to individuals in the USSR. Articles in excess of the quantities specified on this list will be delivered only if recipient pays five times the usual customs duty. Used clothing and used shoes must be accompanied by a dated certificate attesting that the articles have been disinfected.

Persons living in countries having no postal relations and package agreement with the Soviet Union either mail packages through persons living in countries which do, or send packages in by travelers. When a package is mailed directly by the sender, the customs duty is collected from the recipient of the package in the Soviet Union. In many cases the packages are refused and returned to the sender because the duty is too high for the recipient to pay.

b. Duty-Prepaid Package Mailing Firms

If the sender knows that the addressee in the Soviet Union will find it difficult to pay the customs duties on a package sent through his post office, there is available an alternate method for shipping on a duty-prepaid basis. Various firms, scattered throughout the Western world, are licensed by Intourist to collect the duty on packages from the sender. Packages mailed through these firms must comply with the same regulations as packages mailed directly at the post office with the exception of the customs payment provision and one restriction—no used clothes are permitted to be mailed through these firms. Usually the package mailing firms offer a selection of three types of packages, (1) a package prepared by the firm, (2) a package with items selected by the sender from the firms' stock of goods, or (3) the customer's own package. Duty is also high when prepaid. For example, duty on new clothing is 100 percent, shoes—75 percent, woolen yards goods—50 percent, etc.

These firms make much of the fact that the sender can be certain the package is received in the Soviet Union. This is accomplished by means of a detachable receipt card attached to the package which is signed by the recipient of the package in the Soviet Union and mailed back to the sender. This is a regular postal service covered by a fee and may also be secured when mailing directly at the post office.

~~SECRET~~

BEST COPY AVAILABLE

~~SECRET~~ /

c. Mailing Procedures for Medicines

All packages mailed into the USSR which contain medicine (letter packages included) must have enclosed in the package a prescription covering the medicine. The prescription must have been issued by a physician in a Soviet health establishment and bear the stamp and seal of the health establishment. Medicines are subject to import duties and, as any other article, may be mailed via the parcel post service or through a duty-prepaid package firm. If duty is not prepaid, the recipient in the Soviet Union pays a 25 percent duty. However, the customs duty on a letter package which contains medicine must be prepaid through a package firm even though it is to be mailed at the post office. For such a letter package the firm will furnish a tag which indicates the duty has been paid.

D. POSTAL HANDLING OF INTERNAL PERIODICAL PUBLICATIONS

In the division of postal matter, as handled in the Soviet Union, this classification of mail exists only for internal mail. It includes newspapers, magazines, brochures, and printed lectures, etc. Similar international postal material enters and exits the USSR as *banderol'* or as a package.

This class of postal matter is reported to comprise 90 percent by weight and 75 percent by volume of all the Soviet mail and receives preferential treatment both in handling and delivery.

In the USSR the newspapers are delivered in the first mail delivery of the day. They may have originated in the same city, or may have been printed locally from matrix shell mats sent by air from the city of publication, or may have been printed elsewhere and mailed to the city of delivery. In any event, the post offices and the communications offices distribute the publications of the republic, oblast (krai), and rayon by agreement with the publishing houses. These agreements are made yearly on the basis of a standard agreement established by the Ministry of Communications.

Publications are subscribed through the post offices and communications offices. A traveler was in the Leningrad Post Office on the last day that subscriptions were being accepted to the Leningrad evening paper—unaware of the significance of the day—and he was appalled at the crowd, actually a mob, trying to get their subscriptions in before the deadline.

It is the responsibility of the post offices and communications enterprises to record subscriptions to newspapers and magazines on cards, maintain these cards filed by publications, and upon receipt of the newspapers and magazines sort them in accordance with the subscriptions on the cards. The postman is furnished with a list of subscribers—thus the names and addresses are not recorded on the items delivered.

Although the distribution of newspapers and magazines is an impressive task—Soviet postal officials have indicated it is their most "annoying" one—it is alleviated somewhat by the comparative light

~~SECRET~~ /

3660369

SEC 027 029

BEST COPY AVAILABLE

~~SECRET~~ / []



FIGURE 15. Newspapers are delivered in the first morning mail.

weight of Soviet newspapers and the local printing of many papers which eliminates the intercity transportation of the newspapers.

E. SOVIET STATIONERY

The common denominator of stationery supplies in the USSR is poor quality. Reports have indicated that from time to time paper and envelopes are not available for purchase even in fairly large cities. Any good paper which may be seen is certain to have been purchased in a large city.

Color terminology is difficult in describing the colors of Soviet paper and envelopes because the dyes used in the paper are unstable. A new package of "blue" envelopes will have various shades from blue to blue-green, and white paper is never a pure white but shades off to cream and buff. After exposure to light both the white and blue shades become even more diversified. For purposes of this study, blue will be used for all shades of blue and blue-green, and white for all shades of off-white, cream, and buff.

BEST COPY AVAILABLE

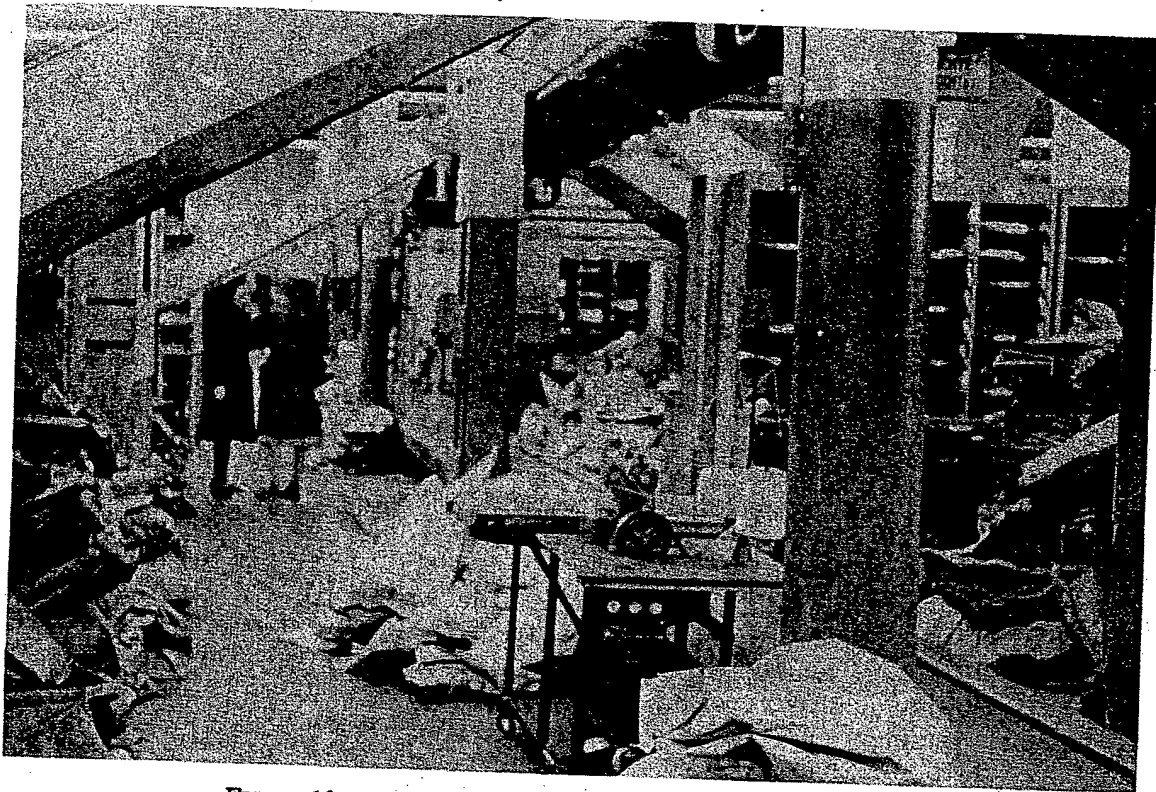


FIGURE 16. A post office room which handles publications.

1. Envelopes

There are several types of envelopes which are in general use in the Soviet Union: First, a plain envelope which may be lined, unlined, or have printed simulated lining; second, a prestamped envelope; third, a printed envelope with spaces indicated for addressing (this type may also be purchased prestamped); fourth, a prestamped red or red and blue bordered envelope for airmail. The Soviets first issued a color bordered envelope for airmail in the summer of 1959. This was a blue envelope bordered in red, with spaces for addressing and bore the official Soviet insignia of hammer and sickle inside a garland. The new prestamped airmail envelopes, issued at the time of the change of stamps, are similar and there is also a new white pictorial one, bordered in blue and red, but minus the insignia.

Both white and blue envelopes are widely used in the Soviet Union for all types of envelopes. Plain pink envelopes are used only in outlying cities and rural areas. Plain grey envelopes are used, but to a much less extent than plain white or blue ones.

The new issue of stamps on 1 January 1961, obviously, necessitated new prestamped envelopes. They come both in white and blue. Some of these prestamped envelopes have a pictorial design on the left front of the envelope. Blue ones have been observed with no printed lines for addressing.

~~SECRET~~ /

Envelopes with a pictorial design on the front carry a date on the back flap. It is not believed that they lose their validity in any given length of time.

The plain Soviet envelopes with printed linings often have the manufacturer's imprint on the inside of the flap. Paper manufactured in Riga will have this imprint in Latin letters. This paper is sold in European Russia.

Soviet postal regulations permit the use of envelopes with transparent windows but not those with open windows.

Soviet envelopes used for personal letters are all very nearly the same size, approximately 6 x 4½ inches. In official or business mail larger envelopes are sometimes used, but these are never as long as a sheet of typing paper is wide. Printed material may be mailed in very large envelopes as *banderol'* mail.

2. Writing Paper

The most outstanding characteristic of the writing paper used by the majority of Soviets is the poor quality of the paper. Envelopes and paper seldom match. Boxed matching paper and envelopes, even though the quality is poor, are used only by high level individuals. The most commonly used paper is that with printed lines. This comes in a single long sheet or in a shorter sheet folded to form four pages. Graph paper is also widely used for letter writing. Both the lined and the graph paper frequently are sheets which have, in fact, been torn from school note books.

3. Writing Implements

Typewriters are not often used for other than business or official letters as they are seldom available for private use. Pencils are not acceptable for letter writing in the usual social sense, nor will the post office accept a letter addressed in pencil unless an indelible pencil is used. Fountain pens are common. Ball-point pens have been in general use in the USSR, especially by students, but due to their poor quality they are not as popular as previously. The old fashioned pen staff fitted with a pen point is still in common use. American made ball-point pens are considered highly desirable to own.

4. Inks

Different types of ink are used for different purposes in the Soviet Union. For letter writing either a liquid ink is used or the ink is prepared by mixing water with powdered ink. It is also common practice to make ink by mixing the pulverized lead from one indelible pencil with 250 grams of water. This is considered a very high grade of ink and will last a student about a year. Only the ink purchased in the liquid form can be used for fountain pens.

The most prevalent colors of ink used for letter writing are blue and purple, with green placing third.

~~SECRET~~ /

F. SOVIET POSTAGE STAMPS AND STAMP COLLECTORS

1. Postage Stamps

Stamps may be purchased at post offices, newsstands, state and co-operative trade organizations, schools, village reading rooms, and from the postman encountered on his delivery rounds. Until 1961, stamps were sold at premium prices at newsstands, schools, etc. This is no longer done and now stamps are sold everywhere at the same price.

The installation of stamp vending machines is being encouraged by the Ministry of Communications, however, they have not been easily located by travelers, who usually report that those they find are out of order. Those observed have been in subway stations, communications enterprises, stores, parks and other places of mass public attendance.

Although Soviet stamps are not always engraved, they are quite beautiful. They frequently are produced by multicolor printing, and their beauty is derived from the excellence of color and design.

The Ministry of Communications issues over a hundred new commemorative stamps each year. Travelers have reported that at the hotel post offices the clerks stick as many of these stamps as possible on international letters. However, some commemorative stamps are sold only to stamp collectors and are not used on the mail.

The commemoratives are printed to celebrate every conceivable Soviet achievement and to honor Soviet heroes, writers, etc., as well as foreigners. Americans, as Longfellow and Benjamin Franklin, have been so honored, and several issues have commemorated the Scottish poet, Robert Burns. All Soviet space travel is immediately commemorated; the Titov space flight has been honored by two stamps. Other typical subjects which stimulate new stamp issues are: international sports competitions, exhibits and forums, capitols of the Soviet Republics, Soviet wild life and flowers, ad infinitum.

Whenever new postage rates are established, new stamps are not necessarily issued to correspond with the new rates as might be expected in a country which is so prolific in stamp issues. Instead, the new rates are made up of combinations of old stamps, and eventually stamps of the proper denominations are issued. When the postage rates were changed on 1 January 1961, to conform with the new currency, obviously, entirely new stamps were necessary. These were issued in denominations of 1, 2, 3, 4, 6, 10 and 16 kopek stamps. Otherwise, there has been no appreciable change in the stamps; and the number of commemoratives issued since the first of the year continues to reflect the use of stamps for propaganda purposes.

2. Stamp Collectors

The collection of foreign stamps by Soviet collectors has recently been curtailed by the rigid enforcement of the prohibition against enclosing stamps in international mail, however, extra stamps may be used on

~~SECRET~~ /

letters, and stamps are transmitted abroad to collectors by this method. For previous attitudes and actual usage on enclosing stamps in international letters see paragraph b of A-3, above.

The Soviet press has reported that persons accused of "speculating" in postage stamps have been given prison sentences. These individuals were accused of buying and selling stamps for profit and "of taking advantage of the secrecy of the Soviet postal system."

Letters containing orders or requests for stamps by catalogue number may lend themselves to clandestine transmittal of coded information. It should be noted that these letters are not in violation of Soviet postal regulations. The RIS has used international stamp collectors' letters for agent communication outside the USSR to the USSR. Cover* exchanges to and from the Soviet Union are not as prevalent as in other countries but there have been exchanges with the Western world. Probably the most widely circulated cover club in the USSR is the Cover Collectors Circuit Club with headquarters in Waterloo, Iowa.

Stamp collectors in the Soviet Union fall into two categories: the serious collectors with large, valuable collections and the amateur collectors. The first category is limited to a small group. There are perhaps five collections in Leningrad, and as many in Moscow, which can be rated as large by western standards. One of the largest is in the Central Museum of Communications in Leningrad which also contains a display of Russian and Soviet postal history. The gaps which exist in this stamp and cover collection are probably due to the combination of destruction and loss during the Revolution and the lack of public interest in philatelic history for many years after the Soviets came to power.

The second category, the amateur collectors, is very large. The attitude of the Soviet Government towards stamp collecting is definitely favorable. Stamps are exchanged through stamp clubs, may be purchased in stamp shops (many book stores have stamp rooms), and collectors will solicit foreign stamps from foreigners on the streets. In addition, the larger post offices have philatelic windows and well known philatelists often work with young pioneer groups.

The majority of amateur collectors rely on Soviet and Satellite stamps as they are the most accessible. Aside from these issues, the most popular lines appear to be German, Italian and Austrian. Tsarist Russian stamps are rare. American stamps of recent vintage have been observed in Soviet collections.

* Collectors use the term cover to indicate a stamped envelope.

~~SECRET~~ /

~~SECRET~~

IV. SOVIET MAIL CENSORSHIP

The organization and operation of the Soviet mail censorship system is not completely known to us. Various sources have contributed information on the subject, but there are still areas of ignorance with respect to certain fundamental aspects of the censorship system.

A. ORGANIZATION

Soviet mail censorship is a state security function and operates under the KGB, administered from the All-Union Headquarters. The last known component of state security engaged in censorship was the Sixth Special Department (*Spetsotdel*) of the MVD of 1953-1954. The present designation has not been determined. There will be subordinate offices located at the republic, kray, and oblast levels.

The section of the KGB which is charged with the censorship function handles the intercepted postal items in accordance with the instructions received from the requesting directorate or office. Thus, for instance, they may furnish to the requesting office a mail item, an extract, or the item itself. In general the requesting office is responsible for translating the mail if such is required.

Below the organizational level mentioned above, the organization of censorship is not known. Specifically, the points wherein the interception and examination of mail takes place have not been firmly established. As will be shown below, the routing of international mail indicates the possibility that censorship either is performed at the oblast level, or that at this point a selection is made of items to be forwarded to a censorship unit elsewhere.

The information on routing establishes that all international mail enters and exits the Soviet Union via international postal exchange areas which are generally, but with some exceptions, located near the borders of the USSR and service the mail to and from the countries contiguous to their locations. For example, Baku is an international postal exchange area and the Soviet mail to and from Iran is routed through Baku.

- At these areas, packages are turned over to the local customs where they are opened, inspected, and customs duties are determined. Packages entering and exiting the Soviet Union are routed directly from the international postal exchange areas to their destination, or vice versa, as the case may be. On the other hand, all written correspondence and *banderol'* are routed to and from the international postal exchange area through the communications enterprise located in the oblast (republic, kray) center of the location of the addressee or addressor. This routing through the main post office at the oblast center is also applicable to locations within the same oblast as the international

~~SECRET~~

47
375

SEC 027 029

BEST COPY AVAILABLE

~~SECRET~~ /

postal exchange area. In addition, all letters mailed in the USSR addressed to foreign embassies in the USSR, although they carry local postage, are routed with the international mail.

Thus it is established that all packages are examined at customs located at the international postal exchange areas, and that all written correspondence is routed through the main post office at the oblast center of the Soviet addressee or addressor. Moreover, all main post offices at oblast centers have employees whose function is the inspection of the mail. Ostensibly this examination is to inspect the postage, wrapping, address, etc., but it may be that a watch list and certain criteria of suspicion are also checked at this point, and mail thus spotted is diverted to censorship. Several sources who have worked in post offices at the rayon level and below have had no knowledge of any censorship functions being performed in these offices.

B. CENSORSHIP OF INTERNAL MAIL

In general the internal mail of one Soviet to another Soviet is not subject to censorship. Nevertheless, there is no question but that internal mail is effectively censored on the basis of a watch list system, augmented by the censorship of mail from select areas and groups, and by the censorship of individual letters which for one reason or another attract the attention of the censor.

When a person becomes the subject of active investigation by the local security and militia elements, his mail becomes subject to censorship. The resulting watch list is maintained continuously. According to one Satellite source who is knowledgeable on Soviet censorship methods, however, the watch list is reviewed quarterly and names may be added or deleted. This source reports that, in order to prevent censorship from becoming overburdened, names will be removed from the watch list if the investigative interest no longer requires postal censorship.

An individual's internal mail may be censored because he falls into a category of people whose mail is being censored. Such categories may be composed of persons living in a sensitive or suspect area, or may be categories of certain types of persons. In regard to the first category, it should be pointed out that when the mail of a specific area is being watched, the censorship is conducted differently and is less dangerous to the individual. In censoring the mail of a given area, usually large quantities of letters are opened and scanned in order to determine the nature of the contents of the letters, and less attention is paid to the names of the individuals writing. Actually, censorship of this nature is for the purpose of collecting public opinion on various subjects. The information thus collected is used as the basis of reports submitted to different organs in the government for their information.

The second categories mentioned above may be composed of any group whose mail is deemed worthy of scrutiny, as scientists, military personnel, visiting foreigners and the like. All mail addressed to for-

~~SECRET~~ /

BEST COPY AVAILABLE

~~SECRET~~ /

eign embassies, either by Soviets or other foreign embassies in the USSR, is censored. There is evidence that all internal mail of visiting foreigners is censored. A United States guide at the Moscow fair mailed, at his hotel, a letter to a woman whom an emigré friend in the United States had asked him to look up. After a month passed and no reply came, he called on the woman. She had not received the letter, but some men had called and told her she would be having a visitor. Another visiting American felt his letters were being opened. And in order to test this, he mailed to himself several letters which he placed in the envelopes in reverse. When they arrived, all the letters were inserted in the envelopes in the proper manner.

Over and above the watch list and the different categories of persons whose mail may be watched, several sources have indicated that a letter may be censored because the letter itself creates suspicion. The criteria of suspicion of letters is not completely known. Presumably any characteristic of the letter which is not consistent with other Soviet letters will lead to closer scrutiny. Thus, examination of a letter may be caused by the use of any number of deviations, as for example, the quality or type of envelope, the method of writing the address or the return address, or even the use in the address of an abbreviation which is not commonly used by the Soviets. Once the letter has attracted attention to itself and is opened by the censor, awkward phraseology, a nonsensical or incoherent text, or obvious blank spaces may cause the letter to be examined for open code or SW. As high quality paper is seldom available in the Soviet Union, the use of good paper in a correspondence could lead to suspicion—in short, any marked departure from general Soviet usage in letter writing may create suspicion and cause a letter to be more closely examined than it would be otherwise.

It is not known if mail is watched by address as well as by name. In their own instructions on preparation of operational letters the Soviets take cognizance of the importance of using an address which will bear inspection. In view of this awareness it may be assumed that addresses receive some consideration by censorship although there is no evidence to indicate that addresses are considered suspect in the sense that an address itself would be placed on a watch list.

Soviet censorship collects handwriting samples for various purposes; one reported use of these samples is the identification of anonymous letter writers. It is not known precisely in what manner these samples may be employed in the identification of watch list individuals. It has been reported that in one Satellite country, which has received guidance from the Soviets on censorship, enlarged samples of suspect handwriting are posted on the walls of the censorship office for comparison purposes.

A perusal of the preceding chapters of this study will show how the Soviets exercise control over the mails in the form of regulations governing the sending and receiving of all types of mail, items permitted as enclosures in letters, and the contents of packages. The inhibiting effect this established control of the mails has on the average Soviet may be observed in his use of the mails, as well as in his observations

49

~~SECRET~~ /

SEC 027 029

BEST COPY AVAILABLE

377

~~SECRET~~ /

and evaluations of the capability of censorship. Thus it can be seen that the overt control exercised over the mails has a restraining influence on the populace. In addition, the mechanism of controls permits censorship to exercise flexibility, i.e., a certain mobility is made possible for the censorship effort by the fact that all mail items are controlled at all times, and within this framework the censor may operate at selected vulnerable points.

C. CENSORSHIP OF THE INTERNATIONAL MAIL

All mail entering and exiting the USSR, including the mail to and from the Satellite countries, is monitored, but it is not believed that all letters are opened. International packages are opened and examined by customs, and printed matter is closely scrutinized and is allowed to enter or is rejected on the evaluation of each publication.

It is not known what percentage of international letters are opened, or what percentage of the letters which are opened are examined for SW or code. Soviet defectors reporting on the censorship of international mail have consistently described a monitoring system wherein all of the names and addresses from letters are indexed but not all letters are opened. The evidence indicates that this system is probably still in effect. A recent Satellite source who had contact with Soviets working in censorship has reported, however, that the Soviets are opening all of the international mail by means of ultrasonic waves; this device will be more fully discussed later.

Before exploring the details of these reports and the technical evaluation of the ultrasonic device, it should be emphasized that the volume of Soviet international mail has been steadily increasing since 1955, and especially so since 1957, at which time articles appeared in the Soviet press encouraging the populace to write to their friends and relatives abroad. The Soviets do not report statistics on international mail volume to international postal organizations as do other countries. Nevertheless, it is well established that the volume of international mail has expanded tremendously over the past few years. And for purposes of considering censorship methods, evaluations must be made within this framework of an expanding mail volume.

Various Soviet sources have contributed to the following as representing the methods employed in the USSR to censor the international mail. Cards are maintained on all persons who write abroad as well as on all persons abroad who write to the USSR. Presumably cards are also maintained on persons exchanging printed matter and packages. According to one source the cards contain the following information:

1. Name
2. Date of birth
3. Place of birth
4. Address

~~SECRET~~ /

BEST COPY AVAILABLE

~~SECRET~~ / []

5. Reference to location of subject's file. The case file, for example, may be located in Arkhangel'sk because the subject may be of direct interest to, or in the operational jurisdiction of, the Arkhangel'sk office.
6. A statement as to the reason subject is registered in the card index. If other entries are not complete, the card may not be filed without this entry. In case of mail intercepts, this entry will reflect that the individual was entered in the index because of his correspondence, or mention of him in other correspondence, and will give either the nature of the information or where it may be located.

When complete information is not obtainable from an intercepted letter, such information as is available is entered on the card and additional information is added whenever collected from subsequent letters. When copies or extracts are made from letters, they are forwarded to the individual's file.

In one case, a Soviet citizen applying for a visa to visit the West accidentally saw his own dossier in the militia headquarters, and in the dossier were actual copies of his correspondence with relatives abroad. In another case, a letter from the militia in Chernigov, in answer to an inquiry from the Berlin Repatriation Committee, stated that for their additional information the subject of the inquiry was in correspondence with his brother in Paris.

While letters are checked against the card index, no account is kept of the number or frequency of letters. Letters of a new channel are opened until such time as it may be established that the correspondence is innocuous. After the letters of a new channel have been inspected sufficiently to indicate that the correspondence is an innocent and legitimate one, the letters are no longer opened but are checked to ascertain if the names of the individuals are carded.

In addition to this general index of international correspondence, presumably a watch list is maintained. []

[] As was stated in the discussion of internal mail censorship, the watch list is reported to be reviewed quarterly and at that time, names may be added or deleted according to the investigative interest.

The following are categories of persons whose names will be on a watch list through suspicion:

1. Persons on whom there is information obtained from security service operations to the effect that the person represents a security threat of some sort.

51

~~SECRET~~ / []

66 379

SEC 027 029

BEST COPY AVAILABLE

~~SECRET~~ /

2. Persons who are in potentially subversive or politically dangerous categories, such as former prison camp inmates, persons with known grievances against the regime, etc.

3. All Soviet officials who have served abroad, and thereby have had the opportunity of coming under the influence or control of foreign governments.

4. Persons who have been abroad in non-official capacities (tourists, artists, military in Eastern Europe) who came to the attention of the security service while abroad, for one reason or another. Examples might be: a Soviet tourist reported by the KGB shepherd to have made dubious contacts with foreigners; a Soviet soldier who had an affair with a local girl while stationed in Hungary, and this fact having become known to his unit in Hungary; the lady discus-thrower who lifted the hats in London.

It has been reported that names on a watch list are forwarded to the new location, in the event an individual on the watch list moves his place of residence. Apparently if the individuals writing abroad are *not* on the watch list, a certain mobility may be helpful in getting mail through. An American citizen, since visiting his relatives in their native village in the USSR, has not received any letters from his relatives living in the village, but has received several letters from a cousin who left to attend school in a different area.

In addition, there may be various categories of persons whose mail is carefully scrutinized, not by a watch by name, but because their mail falls into a suspicious category. An example, according to the Satellite source mentioned above, will be stamp collectors. In this case, no doubt, the suspicion is based on the KGB's own use of stamp collectors' letters as cover letters for agent communications.

Thus the letters which will be opened by the censor may consist of letters of new channels, suspect channels, suspect categories, or any single letter which may arouse suspicion. An international letter may be closely inspected because the letter itself creates suspicion. International letters originating in the Soviet Union will presumably be treated as suspect if they have characteristics not indigenous to the location in which they are mailed. In addition, the destination or origin of the letter may have an effect on the extent of the scrutiny to which the letter is subjected.

The technical evaluation of this report states that opening letters by the use of ultrasonic waves is a probable achievement by the Soviets

~~SECRET~~ /

and assuming such a device exists, it is likely that it is reserved for special occasions or that it exists only in the prototype stage. The evaluation further states, "Such a machine would increase the openings from a few at a time to possibly a sack at a time then individual handling once again takes over. Even if the sack were selective (watch listed) individual handling would be required beforehand. An ultrasonic device certainly wouldn't or couldn't reseal, so each letter then would have once again to be individually processed. If there is such a device, it is likely not used to a great extent when one visualizes the mess that would result from a mass (sack full) of envelopes opened indiscriminately, in that the machine cannot be selective with respect to the flap or seal it weakens or opens. All flaps then would weaken or open and if it were possible to keep the contents identified with the envelope, any advantage gained in quick opening would be lost in extra time and work lost in resealing."

It is especially pertinent that the use of ultrasonic waves to open or loosen the flap of an envelope probably does not change the opening of the mail from a hand process to a machine operation with the implied gain in speed. If it is assumed that the Soviets have developed this device, it does not automatically follow that by speeding one phase of the censorship process the increase in volume of letters which can be opened, censored, resealed, and returned to the flow of mail is great enough to insure opening all of the mail. Any improvement in censorship methods will, of course, increase the number of letters which it is possible to open. Therefore, it should be assumed that the chances of an individual letter being opened are increased.

This is not to say that the probable use of ultrasonic waves to open letters, or any other advanced technical equipment for that matter, does not represent a threat. Although the preponderance of other available evidence indicates that international letters are not all opened, and that the letters which are currently being opened are steamed, it cannot be assumed that this is a permanent situation. Nor can it be claimed, at this time, that actual mail experiences can always be fitted into a pattern reflecting any one theoretical *modus operandi* for Soviet censorship.

Consider briefly the Soviet practice of resealing an envelope: beginning about 1955, Soviet international letters which were opened by censorship, both those entering and exiting, were all covertly opened, i.e., opened and resealed in a manner not detectable by observation. Letters coming out of the USSR to the West have at all times been covertly opened. But now, and approximately for the past three years, it is not unusual for letters received in the Soviet Union, even by foreigners, to show obvious opening. Sometimes, especially with letters to Americans, the letters will be delivered with an excuse explaining the obvious opening. In other cases, as for example, French, Belgian, and Japanese visitors will receive letters wherein no attempts are made to disguise the fact that their letters have been opened. This suggests an effort on the part of censorship to cover the larger mail volume by eliminating a difficult process at a point which will do the least harm. On the other hand, it could also suggest a possible tryout of the ultrasonic device on

53

~~SECRET~~ /

SEC 027 029

BEST COPY AVAILABLE

381

~~SECRET~~ /

mail which is to be received in the Soviet Union. Neither explanation, however, appears to justify permitting foreigners in the Soviet Union to receive letters which show obvious opening.

Several instances of returned mail received in the United States from the USSR, although covertly opened, also could lend themselves to various interpretations. In one instance, two letters which were written to an American traveling in the Soviet Union, were returned undelivered. Upon inspection it was found that the letters were in the wrong envelopes—the letter written first was in the envelope of the second letter and vice versa. In another instance, an American's letter to a Soviet was returned undelivered and, in the typed text, two corrections in ink had been made of the writer's Russian.

There is no further information on the identification of letters by handwriting than that given in the section on censorship of the internal mail. Presumably samples will be collected and used for possible identification from known cover letters and from individuals believed to have intelligence connections.

Additional indicators which reportedly will alert the censor are:

1. Type of paper. If the letters purports to be of Soviet origin, possibly no one thing will alert the censor quicker than good paper. Unlined paper is more suspect than lined.
2. Blank spaces and unusual margins. Blank spaces are ignored *only* when the paper is of cheap quality.
3. Lined envelopes.
4. Misspelled names of people or places.
5. Incorrect abbreviations, especially in the addressing.
6. Incorrect form of address or title.
7. Unusual placement of stamps which may indicate code.
8. Letters with samples, as textiles, leather, etc.
9. Rambling text which gives the impression of attempting to fill up space.
10. Text which may appear to be coded.
11. Post cards. The Soviets suspect messages which may be hidden on the picture side.

As is the case with the internal mails, the rigid controls exercised by the Soviet postal system on the mailing and receiving procedures, and the articles which are permitted as enclosures, are of considerable aid to the censorship effort. It is believed that there has been a partial relaxation of certain related controls of the mails. Specifically, individuals are no longer required to fill out questionnaires concerning relatives living abroad and state if they correspond with these relatives. As it is known that interrogations continue in certain cases regarding foreign correspondence, it is believed that the apparent relaxation of these related controls are undertaken more in an effort to bring the overt controls into a consistent picture rather than there being any genuine relaxation. For example, a man in Lithuania wrote his uncle in the

~~SECRET~~ /

United States and discussed the rate of pay, working conditions, and economic conditions prevailing on the *kolkhoz* where he lives. He was called in by the authorities shortly afterwards, and threatened with serious consequences if he ever wrote such information abroad again. A few years before this man would have been reporting the correspondence via the forms mentioned above, and also, a few years ago his reprimand probably would have been a prison term. Nevertheless, the authorities knew that he was writing abroad, and knew the contents of his letters.

D. MAIL CENSORSHIP OF PRINTED MATTER

The printed matter, including books, mailed into the USSR is examined and permitted to enter or disallowed in accordance with the Soviet postal regulations which do not permit entry of printed matter into the USSR if the text is (1) such as would bring the USSR into political or economic danger, or (2) of an obscene or immoral nature. As stated these conditions are broad indeed, and as interpreted by censorship their application is deemed appropriate to any material which may be considered undesirable.

The organization and locations of the censors who review the printed matter which passes through the Soviet mails are not known. Two sources, in reporting on this activity, have mentioned calling on the censor in Moscow. Specifically, it is not known if mailed printed matter is reviewed by customs at the international postal area, or by customs located elsewhere, or by other official components, located at convenient points and operating in conjunction with post offices.

In either event, the postal authorities freely admit that all printed matter is screened. In one instance, a source and an official connected with the post office engaged in a discussion of a comparison between the Soviet system of screening printed material and the United States policy at that time of forbidding the entry into the U.S. of printed matter containing subversive propaganda. This former policy of the United States has been denounced in various articles in the Soviet press. The opinion of the postal official, and as expressed in the articles, was that if such action can be taken against their publications, the USSR would be remiss not to do likewise. It will be interesting to note any changes which may be brought about in the Soviet practice as a result of the change in the American policy.

All mail which is discernible as printed matter is reviewed on an individual basis, and the censor decides if each piece will be (1) delivered to the addressee, (2) placed in a library where its availability is restricted, or (3) withheld. The censor may call in the addressee and ask him for an explanation of why he should receive a certain piece of literature.

Although general lines of demarcation may be drawn in what will be delivered and what will be withheld, the individual judgment exercised on each piece of literature makes it impossible to foresee the exact fate of any publication. Material which may be interpreted as politically or economically undesirable includes such articles as Bibles and all reli-

55
~~SECRET~~ /

006 383

SEC 027 029

BEST COPY AVAILABLE

~~SECRET~~ []

gious literature, all publications in Hebrew, material expressing any anti-Soviet ideology, magazines which portray a high living standard abroad, and books concerned with Western historical or philosophical discussions.

Despite the all-embracing characteristics of the above categories, in the past few years there has been a great increase in the literature which is being delivered to the addressee. Materials acknowledged as received have included English dictionaries, a broad range of English text novels, magazines concerned with sports, needlework and fashions. Printed matter, providing it is innocuous, has a better chance of being delivered to the addressee if there is an obvious connection between the context of the publication and the recipient's profession or interests. For example, a scientist will probably receive a publication devoted to his field, or an actress a theatrical magazine.

Delivery to the addressee is never a certain matter, however, as there is no way to predict the individual censor's judgment. []

Printed matter which is permitted to be mailed out of the Soviet Union is also examined; certain materials containing information the Soviets wish to restrict are withheld. One traveler secured a copy of the directory of the Academy of Sciences, USSR, which he mailed to himself at his home address together with a small guide book of Moscow. When he received the package, it contained only the guide book. Books published prior to 1918 are not permitted to be mailed out of the USSR without official permission to do so. The majority of travelers to the USSR do mail books and other publications home with little, if any, difficulty and Soviets mail certain books to friends in exchange for other literature.

~~SECRET~~ /

APPENDIX A

ARTICLES PROHIBITED AND CONDITIONALLY ACCEPTED FOR INTERNAL MAILS

1. It is forbidden to send explosive and highly inflammable articles (gunpowder, cartridges, benzine, kerosene, alcohol, matches, etc.), poisons, pungent acids and other acrid substances in all postal matter. In case of violation of this regulation the entire contents of such postal matter are confiscated.

2. It is forbidden to send money in circulation in the USSR and also foreign currency in letters, including insured letters, third class* matter, and packages. The right to send paper money in circulation in the USSR in insured letters is granted only to organs of the Ministry of Finance, USSR, and the Ministry of Communications, USSR. The right to send foreign currency in insured letters is granted only to organs of the Ministry of Finance, USSR.

As an exception, it is permissible to send defective paper money in insured letters addressed to *Gosbank* institutions and foreign currency in insured letters addressed to organs of the Ministry of Finance, USSR.

If paper money is discovered in postal matter it will be delivered to the recipient less a mailing charge at twice the postal money order rate.

3. It is forbidden to send written messages, except inventory lists of enclosed articles, in third class matter, insured letters, and packages. Applications can be put in insured letters with documents sent to educational institutions and other establishments.

4. It is forbidden to insert any kind of enclosure bound in sealed wrapping into third class matter and open insured letters. Objects in factory wrappings, which may be sent as insured third class matter without difficulty, are excepted.

* The Russian word *banderol'* has been translated "third class."

~~SECRET~~ /

57

SEC 027 029

BEST COPY AVAILABLE

00 385

~~SECRET~~

THIS PAGE INTENTIONALLY
LEFT BLANK

• 00 386

58

~~SECRET~~

~~SECRET~~ /

APPENDIX B

ARTICLES PROHIBITED AND CONDITIONALLY ACCEPTED FOR MAILING AS INTERNATIONAL POSTAL MATTER

1. It is forbidden to send in the international mails:

a. Opium, hashish and pipes (or other instruments for smoking them) and also morphine, cocaine and other narcotics (excluding those sent with a medical or scientific purpose to countries permitting their shipment under these conditions).

b. Explosives, inflammable or dangerous items, firearms, parts of war equipment, and also all kinds of blank weapons.

c. Items which by their very nature of packaging might constitute a danger to postal workers, or soil or spoil correspondence.

d. Documents, printed matter, stereotype blocks, snapshots, manuscripts, drafts, drawings, negatives, movie film and similar items, the sending of which abroad or receipt from abroad might bring the USSR into political or economic danger.

e. Blue vitriol.

f. Printed publications containing any marks as might constitute a conventional language, and also printed publications whose text has been changed after printing.

g. Items whose import or handling is forbidden in the country of destination.

h. Objects of an obscene or immoral nature.

i. Live animals, excluding: bees, leeches, silkworms, parasites and destroyers of dangerous insects which are acquired for research on such insects and exchanged between officially recognized institutions.

j. Private persons are forbidden to send cancelled and uncanceled postage stamps, philatelic collections, and paper money not in circulation.

Items listed in paragraphs a, b, c, d, e and f are subject to confiscation if mistakenly accepted for mailing.

Postal matter containing objects listed in paragraphs g and j are subject to return to the sender.

Postal matter containing objects listed in paragraph h are subject to destruction.

Postal articles received from abroad containing live animals forbidden in the mails should be delivered to the addressee; however, a notice of violation concerning this infringement is sent to the enterprise that sent the items.

BEST COPY AVAILABLE

SEC 027 029

~~SECRET~~ /

59

6 387

CR-68-1070

~~SECRET~~ /

Live animals mistakenly accepted in the mails for shipment abroad are sent back to their place of origin for return to the sender.

2. It is forbidden to send abroad from the USSR, gold, platinum and metals of the platinum group in unprocessed form (ore, slag and sediment).

3. It is forbidden to send the following postal matter abroad without permission of the Ministry of Foreign Trade, USSR, or the Ministry of Culture, USSR:

- a. All kinds of furs and products from furs.
- b. Caviar, soft and pressed (black).
- c. Santonin and its derivatives.
- d. Antiques and art objects, books and music published before 1918.

4. It is not permitted to enclose in letters or third class matter objects subject to customs duties (excluding urgent medical necessities), "talking letters," and also sample goods in large quantity, with the purpose of avoiding customs duties.

5. It is forbidden to send written messages in third class matter, insured letters, boxes with declared value, and parcels, except invoices and inventories of contents.

6. By order of the Ministry of Finance, USSR, it is permitted to send abroad gold, silver, platinum, and metals of the platinum group as ingots, scrap, or manufactured items, and also precious stones, gems and articles made from them, foreign currency (foreign banknotes, treasury notes and coins), promissory notes made out in foreign currency, foreign stocks (shares, bonds with coupons and so forth), cancelled bank notes of the USSR, property documents and certificates concerning property distribution.

7. It is permitted to send abroad checks payable to the person named or order (but not those payable to bearer) checks on foreign currency, issued by the State Bank, USSR, or by the Bank for Foreign Trade, USSR, on its foreign correspondents, on condition of the absence of false signatures on these checks.

388

~~SECRET~~ /

BEST COPY AVAILABLE

~~SECRET~~ / []

APPENDIX C

LIST OF ARTICLES ALLOWED TO ENTER WITHOUT A PERMIT WHEN INTENDED FOR PERSONAL USE

ITEM NO.	NAME OF COMMODITY	MAXIMUM QUANTITY ADMITTED
1	Various spices	3½ oz. of each kind.
2	Coffee, cacao, chicory	4 lbs. 6 oz. of each.
3	Tea	7 ounces.
4	Chopped tobacco, tobacco products	2 lbs. 3 oz.
5	Plates and dishes	11 pounds.
6	Medicaments, all kinds	As prescribed by Soviet physicians.
7	Perfumes and cosmetics	17½ oz. or one set.
8	Soap, all kinds	11 pounds.
9	Articles of gold, silver or platinum	44 pounds.
10	Hand tools	1 of each kind.
11	Household goods, including electric appliances	Do.
12	Sporting goods	1 article or 1 set of each kind.
13	Photographic equipment and accessories	Do.
14	Optical instruments, prostheses, surgical corsets, hearing aids, etc.	1 of each kind, as prescribed by Soviet physicians or hospitals.
15	Clothing (coats, suits, shawls)	3 of each kind.
16	Body linen, bed linens and table linen	6 sets of each kind.
17	Shirts and blouses	3 of each kind.
18	Curtains, blinds	5 sets of each kind.
19	Headwear, all kinds	4 articles.
20	Footwear, all kinds	4 pairs.
21	Haberdashery:	
	(a) Socks, stockings	6 pairs.
	(b) Gloves	3 pairs.
	(c) Briefcases and handbags	1 of each kind.
	(d) All other articles of haberdashery	2 articles or 2 sets of each kind.
22	Toys, games and Christmas tree decorations	Do.
23	Office supplies	1 article or 1 set of each kind.

~~SECRET~~ / []

61

389

SEC 027 029

BEST COPY AVAILABLE

CR-68-1076

~~SECRET~~ / ☐

- 24 Phonograph records 12 of different titles.
- 25 Musical instruments (wind or
string) 1 article.

Foodstuffs are admitted in gift parcels without quantity limitation, except perishable foods, foods and drinks in glass containers, and hermetically sealed preserves, which are prohibited.

Small articles of slight value for personal use are admitted in gift parcels, even if not shown on the list, except pieces of cloth, thread and watches, which are prohibited.

00 390

62

~~SECRET~~ / ☐

BEST COPY AVAILABLE

~~SECRET~~

GLOSSARY OF SOVIET POSTAL TERMS AND CATEGORIES

		<i>Pages</i>
AVIAPOCHTA, AVIA	: "Airmail, Air." (mark appearing on airmail)	10, 12
<i>Banderol', Banderoli</i>	: Similar to third class mail.	9, 10, 11, 14, 31, 32, 33, 41, 44, 47,
<i>Besplatno</i>	: "Free of charge." (One of several words including <i>matrosskoye</i> , <i>pismo</i> , or <i>soldatskoye</i> which appears on mail sent free by Soviet servicemen.)	13
D (Cyrillic letter "Д")	: Forwarding indicated by the appearance of this letter and the new address stamped on front of envelope.	31
<i>Do vostrebovaniye</i>	: "General delivery."	6, 28
EXPRES (Fr.)	: Special delivery cachet attached as a red sticker.	13
<i>Fel'dyegerskaya Svyaz' (Fel'dsvyaz')</i>	: Courier system for distribution of classified government mail.	14
IMPRIMES (Fr.)	: "Printed matter." (International mail <i>banderol'</i> must indicate the type of contents being mailed.)	33
<i>Kolkhoz</i>	: Collective farm	27, 55
MEZHDUNARODNOYE	: "International." (All Soviet international mail carries this cachet.)	12
<i>Nalozhennym platezhom</i>	: "c.o.d."	17
PAR AVION (Fr)	: International airmail sticker	12
<i>Pasport</i>	: "Passport" for internal Soviet use.	9, 24, 27, 28, 35, 37
<i>Petit paquet (Fr.)</i>	: Mark appearing on small packets sent through regular international mail channels	39
<i>Pismo</i>	: "Letter."	13
POCHTA	: "Post," "Mail." (Soviet mailboxes are marked this way)	6
<i>Posylka</i>	: "Parcel."	36

BEST COPY AVAILABLE

~~SECRET~~

SEC 0 7 7 0 4 9

63

391

CR-60-1070

513 TH ICG REG NR
-8-5-2815

~~SECRET~~

GLOSSARY (Continued)

	<i>Pages</i>
RECOMMANDE (Fr.)	12
Spetsotdel	47
Tekhnikum	27
Ts (Cyrillic letter "Ц")	10
V (Cyrillic letter "В")	31
Vestnik Svyazi	2
Voyennaya Tsenzura (VTs)	14
Yashchik	36
Z (Cyrillic letter "З")	10
Zagotzerno	9

SEC 027 029

392

64

~~SECRET~~

BEST COPY AVAILABLE

THIS PAGE INTENTIONALLY
LEFT BLANK

BEST COPY AVAILABLE

CR-68-1010

12-6-1054

393

513 TH ICG REG NR
1-8-5-2815

~~SECRET~~/



THIS PAGE INTENTIONALLY
LEFT BLANK

CR-68-1076

SEC 027 029

~~SECRET~~/



6 394

BEST COPY AVAILABLE