

**FEDERAL COMMUNICATIONS COMMISSION****[DA 01-2430]****Change in Filing Procedures****AGENCY:** Federal Communications Commission.**ACTION:** Notice.

**SUMMARY:** This document announces new procedures for all persons wishing to hand-deliver documents at the filing counter of the Federal Communications Commission's (the Commission) Secretary. The new procedures are due to precautionary measures.

**DATES:** The new procedures were effective on October 17, 2001.

**ADDRESSES:** Federal Communications Commission, 445 12th Street, SW., Washington, DC 20554.

**FOR FURTHER INFORMATION CONTACT:** Magalie Roman Salas, Secretary, FCC, (202) 418-0300.

**SUPPLEMENTARY INFORMATION:** This is a notice for all persons wishing to hand-deliver documents at the filing counter of the Commission's Secretary, located at 445 12th Street, SW., Washington, DC. As a precautionary measure, effective immediately and until further notice, the following procedures are in place:

- The staff at the Secretary's filing counter will not accept documents enclosed in envelopes.
- Any filer or messenger carrying such documents into the Commission's building will be asked to leave the building and dispose of the envelope in a receptacle that will be placed outside the building. Once this is done, the filer or messenger will be allowed to proceed to the filing counter.
- Originals and copies of each official filing must continue to be addressed to the Commission's Secretary and held together with rubber bands or fasteners. As usual, "stamp and return" copies will be provided as long as they clearly accompany each individual filing.
- Documents intended to be received by specific staff persons within Bureaus and Offices must be clearly labeled on the first page of the document or with a cover sheet indicating the destination. As appropriate, originals and copies must be held together with rubber bands or fasteners.
- Filings requesting confidential treatment under the Commission's rules must also be filed without envelopes. As long as the request for confidential treatment is clearly indicated on the first page of the filing, the staff at the filing counter will enclose the filing in a Commission envelope labeled

"confidential" to signal that the filing contains material that is subject to a request for confidential treatment.

- The Office of the Secretary will work with specific Bureaus and Offices, as appropriate, to handle bulk filings in accordance with the precautionary measures described.

As the Commission continues to balance its efforts to be accessible to its customers with the need for heightened security measures, the Commission encourages its customers to make full use of the Commission's electronic filing systems to facilitate the filing of documents.

Federal Communications Commission.

**Magalie Roman Salas,**

*Secretary.*

[FR Doc. 01-26823 Filed 10-23-01; 8:45 am]

**BILLING CODE 6712-01-P**

**FEDERAL COMMUNICATIONS COMMISSION****[DA 01-2451]****Clarification on Changes in Filing Procedures****AGENCY:** Federal Communications Commission.**ACTION:** Notice.

**SUMMARY:** This document clarifies two other notices that were published elsewhere in this issue as a result of numerous inquiries that the Federal Communications Commission (the Commission) received concerning changes in the filing procedures.

**ADDRESSES:** Federal Communications Commission, 445 12th Street, SW., Washington, DC 20554.

**FOR FURTHER INFORMATION CONTACT:** Magalie Roman Salas, Secretary, FCC, (202) 418-0300.

**SUPPLEMENTARY INFORMATION:** This notice is issued as a result of inquiries that the Commission has received today about the Public Notices issued yesterday announcing changes in filing procedures (DA 01-2430; DA 01-2436).

The Commission clarifies that:

- No hand-delivered or messenger-delivered filings will be accepted today or tomorrow, October 18 and 19, at either 445 12th Street, SW., Washington, DC, or at Capitol Heights, MD. Hand-delivered or messenger-delivered filings will be accepted only at our Capitol Heights, MD, facility beginning Monday, October 22, 2001.
- The due date for any filings due at the Commission on October 18 and October 19, 2001 has been extended to Monday, October 22, 2001. This extension applies to both paper and

electronic filings. This determination is consistent with past extensions of time that have been granted due to the Commission's early closing for inclement weather or other extraordinary situations.

- The procedures for filings stated in DA 01-2430, released October 17, 2001, remain in effect. Only the filing location has changed. These procedures stated, among other things, that filings enclosed in envelopes will not be accepted. Therefore, all hand-delivered or messenger-delivered filings at the Capitol Heights, MD, location will not be accepted for filing if they are enclosed in an envelope.

- We remind all parties that the Commission's unique agency zip code "20554" cannot be used for documents delivered by entities such as Federal Express or any other express mail service. In these circumstances, you must use the zip code "20024" as follows:

Federal Communications Commission, 445 12th Street, SW., Washington, DC 20024.

Filings and other documents sent by United States Postal Service should use the "20554" zip code.

The Commission continues to encourage its customers to make full use of the Commission's electronic filing systems to facilitate the filing of documents.

Federal Communications Commission.

**Magalie Roman Salas,**

*Secretary.*

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**FEDERAL COMMUNICATIONS COMMISSION****[DA 01-2436]****Changes in Filing Location for Paper Documents****AGENCY:** Federal Communications Commission**ACTION:** Notice.

**SUMMARY:** This document announces that the Federal Communications Commission (the Commission) will no longer accept hand-delivered or messenger-delivered paper filings at its headquarters location, 445—12th Street, SW., Washington, DC 20554.

**DATES:** The due date for any filings due at the Commission Thursday, October 18, 2001, or Friday, October 19, 2001, is hereby extended to Monday, October 22, 2001.

**ADDRESSES:** Federal Communications Commission, 445 12th Street, SW., Washington, DC 20554.

**FOR FURTHER INFORMATION CONTACT:** Magalie Roman Salas, Secretary, FCC, (202) 418-0300.

**SUPPLEMENTARY INFORMATION:** On Monday, October 22, 2001, the Commission will resume accepting hand-delivered or messenger-delivered paper filings only at our Capitol Heights facility located at 9300 East Hampton Drive, Capitol Heights, MD 20743. To accommodate this change in location, the time deadline for filing at the Capitol Heights facility is extended hereafter to 9 p.m. Eastern Time. Filings received at the Capitol Heights facility will be date-stamped. Filings made pursuant to 47 CFR 1.13(a) should also

be made at the Capitol Heights facility where they will be date and time stamped. Subpoenas directed to the Commission or its employees in their official capacities will be received only at the Capitol Heights facility. The Commission is currently looking for an alternative site in Washington, DC, to accept delivery of filings on a more permanent basis. The public will be notified of that location as quickly as possible.

We encourage our customers to make full use of the Commission's electronic filings systems to facilitate the filing of documents.

Filings and other documents sent to the Commission by United States Postal Service or overnight delivery services should continue to be addressed to the Commission at 445—12th Street, SW.,

Washington, DC 20554. The Commission itself will divert those deliveries to the Capitol Heights facility.

This notice supersedes any Commission rules permitting the hand filing of documents at the Commission's headquarters.

The Commission finds it necessary at this time to make these changes to its procedures to protect the health and safety of its employees and therefore finds good cause to make them effective as expeditiously as possible in accordance with this notice.

Federal Communications Commission.

**Magalie Roman Salas,**  
*Secretary.*

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