



***Retirement and Insurance Service
Benefits Administration Letter***

Number: 00-702

Date: July 31, 2000

**Subject: Federal Employees Health Benefits Program: The FEHB Handbook
on CD ROM**

In Benefits Administration Letter (BAL) 99-701, issued on September 9, 1999, we announced the revision of the FEHB Handbook and its availability on CD-ROM.

When we issued the BAL, we anticipated shipping the CDs in October 1999. Unfortunately we encountered several unexpected problems in preparing and producing the CDs. We were not able to resolve all the problems, and produce an accurate fully functioning CD, until early 2000. We began shipping the CDs in March. In the meantime, several individuals who ordered the CDs in September and October cancelled their orders due to the delay.

We would like to remind you of the CD and that we have them in stock and available for immediate shipment. The cost for the FEHB Handbook on CD is \$100. Complete ordering information is included on the attached order form.

A handwritten signature in black ink, appearing to read 'Abby L. Block'.

Abby L. Block, Chief
Insurance Policy
and Information Division

Attachment

*Civil Service
Retirement
System*

*Federal Employees
Group Life
Insurance*

*Federal Employees
Health Benefits
Program*

*Federal Employees
Retirement
System*

FEHB HANDBOOK ON CD ORDER FORM

Name:		
Agency/Organization:		
Business Address:		
City:	State:	Zip:
Internet Email Address:		
Daytime Phone:	FAX:	
Please send the FEHB Handbook on CD at \$100 per copy. _____ Copies on CD-ROM		
PAYMENT:	Total: \$ _____	
Payment by Purchase Order?	_____ Yes _____ No	
Payment by Credit Card?	_____ Yes _____ No	
Name on credit card:	_____	
Credit card number:	_____	
Expiration date:	_____	
Signature:	_____	
Phone number of credit card holder:	_____	

Fax this order form to: (202) 606-0633, or mail to: Insurance Policy and Information Division,
FEHB Handbook on CD Orders, 1900 E St., NW, Room 3425, Washington DC 20415-3660