

DATE: December 16, 2002

SUBJECT: Reserve Maintenance Manual

HIGHLIGHTS: The Federal Reserve System has completed the annual revision of the Reserve Maintenance Manual, incorporating recent changes. The manual is published electronically via the Internet. Please note that revisions to Reserve Maintenance Manual chapters III, VIII and VII are identical to changes to the Account Management Guide sections II, III and V respectively. The revisions are incorporated in the electronic documents, which you may retrieve by:

Directing your browser to: <http://www.frb services.org>.

Selecting "Accounting" from the list under "Service Information".

Selecting "Customer Reference Guides" from the list of options at the bottom of the Accounting page.

Selecting "Reserve Maintenance Manual" from the next page. You may also view a brief summary of the changes by electing "Revisions to the Reserve Maintenance Manual- December 2002".

Selecting "Account Management Guide" and sections II, III and V will provide the three revised sections, which are identical to the Reserve Maintenance Manual chapters noted above.

FURTHER INFORMATION: If you have questions or encounter difficulties in viewing or printing these documents, please contact Randy R. Loveless, Payment Risk Management Section, toll free at 1-866-666-8316, choose Option 4 and specify extension 44-8360.