

*Rule 2.*—Students (up through graduate level in universities) shall be excluded from the mailing list. It is the committee's policy to insure that students have access to committee publications through stocking of reference shelves in the libraries of schools and colleges.

*Rule 3.*—The executive director may place officials of foreign governments and foreign institutions on the mailing list when this is of mutual benefit and they can be serviced within budgetary limits.

*Rule 4.*—The mailing shall be kept current and in line with committee objectives by appropriate measures, including a poll of the list once a year.

*Rule 5.*—Before public distribution of any publication in accordance with these rules, a copy shall first be sent to those individuals and organizations who have directly contributed submissions for the record either as witnesses or as authors.

*Rule 6.*—The mailing list provided for under rule 1 above shall be used as a basis for mailing out automatically copies of the following items:

- (a) The committee's annual report;
- (b) The committee's annual list of publications;
- (c) Publications whose size allows the committee, within its regular printing allotment, to receive adequate copies to cover the entire mailing list; and
- (d) Notices of the availability of other reports and hearings.

*Rule 7.*—All other publications (except Economic Indicators which is covered under rule 11 below) shall be distributed first to those in class A on the mailing list; then to those in class B. If any supply remains, the other classes shall be notified and requests filled on a first-come, first-served basis.

*Rule 8.*—Where for any reason the committee's supply does not permit serving all who request a publication, some form of notification shall be sent to all who cannot be accommodated with copies, indicating the availability and price of the publication at the Superintendent of Documents.

*Rule 9.*—Requests for publications shall be submitted in *writing* and telephone requests shall be accepted only from Members of Congress and its officials, or from members of the executive agencies where the need for urgency does not permit the use of the mails.

*Rule 10.*—Whenever the usual supply will be too small to service the mailing list under the above rules—particularly the annual report—it shall be the duty of the executive director (in advance of publication) to prepare, for introduction by the chairman and the vice chairman in the two Houses, an appropriate joint resolution providing for such additional numbers of copies as may be necessary to enable the particular item to be distributed in accordance with these rules.

*Rule 11.*—Economic Indicators is provided for by law under Senate Joint Resolution 55 which allows the committee approximately 700 copies each month in addition to the other automatic distribution. These copies are to be used solely for supplying members of the working press, the Council of Economic Advisers, other Government officials (especially those contributing to the preparation of Economic Indicators), ex-members of the Joint Economic Committee, and former officers of the committee staff, to the extent that this is possible within the printing allotment. The only exception to this rule will be single copies which may be mailed out on a one-time-only basis to a single