



November 30, 2003

To all recipients of the *Guidelines Manual*:

As Chair of the United States Sentencing Commission, I am pleased to transmit this edition of the *Guidelines Manual* which incorporates new amendments effective October 27, November 1, and November 5, 2003. Several of these were promulgated in response to Congressional directives with specific deadlines, including the amendment required by the PROTECT Act, Pub. L. 108-21. The late October deadline under the Act necessarily delayed the publication of this edition *Guidelines Manual*.

Appendix C, a two volume set, is also enclosed. These are permanent reference volumes that chronicle guideline amendments effective November 1, 1987 through November 5, 2003.

As always, the Commission encourages judges, probation officers, prosecuting and defense attorneys, and other interested individuals to submit suggestions for improving the guidelines. Please send comments to: United States Sentencing Commission, Federal Judiciary Building, One Columbus Circle, N.E., Washington, D.C. 20002-8002, Attention: Office of Publishing and Public Affairs. We continue to work to make the guidelines more clear while meeting the objectives of the Sentencing Reform Act.

Thank you.

Judge Diana E. Murphy
Chair

**UNITED
STATES
SENTENCING
COMMISSION
GUIDELINES MANUAL**

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This document contains the text of the *Guidelines Manual* incorporating amendments effective January 15, 1988; June 15, 1988; October 15, 1988; November 1, 1989; November 1, 1990; November 1, 1991; November 27, 1991; November 1, 1992; November 1, 1993; September 23, 1994; November 1, 1994; November 1, 1995; November 1, 1996; May 1, 1997; November 1, 1997; November 1, 1998; May 1, 2000; November 1, 2000; December 16, 2000; May 1, 2001; November 1, 2001; November 1, 2002; January 25, 2003; April 30, 2003; October 27, 2003; November 1, 2003; and November 5, 2003.

RECOMMENDED CITATION FORM

United States Sentencing Commission Guidelines, Policy Statements, and Commentary may be cited as follows:

I. Full citation form

United States Sentencing Commission, Guidelines Manual, §3E1.1 (Nov. 2003)

II. Abbreviated citation form

[using USSG as the designated short form for United States Sentencing Guidelines]

- a guideline —
USSG §2D1.1
- a policy statement —
USSG §6A1.1, p.s.
- commentary designated as an application note —
USSG §2B1.1, comment. (n.1)
- commentary designated as background —
USSG §2B1.1, comment. (backg'd.)
- commentary designated as an introduction —
USSG Ch.3, Pt.D, intro. comment.
- an appendix to the Guidelines Manual —
USSG App. C

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(effective November 1, 1998, and after)	