

# LICENSING ANNOUNCEMENT

## October 15, 2010

### DSF<sup>2</sup>® Monthly Reports

**Primary Audience:** DSF<sup>2</sup> Licensees

**What:** The USPS® has updated the DSF<sup>2</sup> monthly report log layout to clarify and define the specific data and/or data counts to be populated in each field of the report.

**When:** Modifications to the data counts should be reviewed and implemented to the DSF<sup>2</sup> reporting process for each licensee by November 15 for inclusion in the November 2010 reports, which are due to December 7, 2010.

**Impact:** If a Licensee's reporting appears to be out of compliance with the DSF<sup>2</sup> License Agreement, Licensee will have to take action to correct any issues and may be subject to adverse action.

**Action:** Licensees should confirm the reports are updated to contain the correct data in all fields.

If you have any questions regarding this announcement, contact the Licensing and Certification Department at 1-800-589-5766.