CASS[™] Cycle O – What You Need to Know!

Michelle Evans

Presenting

July 1, 2022



Overview - What is CASS™?

The CASS certification process is designed in cooperation with the mailing industry to improve the accuracy of postal codes, i.e., Five-Digit ZIP Code®, ZIP + 4®, Delivery Point Codes (DPCs), and Carrier Route Codes that appear on mailpieces. Any mailing claimed at an automation price must be produced from address lists properly matched and coded with CASS Certified™ address matching methods.

History

- 1996: First test cycle
- 1996-2011: Yearly Testing Cycles Completed
- 2011-2023: CASS Cycle 'N'current testing cycle

Benefits

- Promotes Address Quality
- Reduces Undeliverable As Addressed (UAA) Mail
- Reduces Rehandling Costs

Next Steps

- 2018 USPS announced CASS Cycle 'O'
- 2023 CASS Cycle 'O' certification complete



CASS™ Cycle 'O' Requirements

- PO Box[™] Only Delivery Zones
- 5-Digit ZIP Validation
- DPV® & DSF2® -
 - Required Information
- DPV & DSF² Flags
 - No-Stat Reason Code
 - DPV Codes Clarified
 - Enhanced DPV Codes

- DPV Footnotes
 - Redefined & New
- CMRA -
 - PMB Identifier & DPV Confirmation
- Deliverable Street/Highrise Default
- Suite^{Link®} Requirements
- Military Addressing
- Cross State Addresses
- TotalDPS



PO Box[™] Only Zones

Identify cities that only have PO Boxes; no other form of mail delivery is available.

Value:

Use to, specifically, prompt for a PO Box style mailing address at time of entry when another address format is presented.

Example:

Gibson TN 38338 only has PO Box delivery. A street-style address will not return a ZIP + 4[®] in that ZIP Code[®] because mail is delivered through PO Box service.



5-Digit ZIP® Validation

Identify addresses that meet 5-Digit ZIP Validation and qualify for discounted postage rates.

Value:

Identify which addresses meet DMM requirements that the City, State and ZIP Code must correspond for discounted postage and accurately report the count on the PS Form 3553 CASS Summary Report.

<u>DMM 602 & Basic Standards for Presorted Mail</u> states that the Street, City, State and ZIP Code must all correspond to be considered a valid ZIP Code for the purpose of presort and automation discounts.



DPV® & DSF^{2®} - Required Information

Information is currently optional but will be required as part of CASS™ Cycle 'O'.

DNA = Door Not Accessible

Mail carrier cannot physically get to the residence/building.

Value: If mailing an item that will not fit in a mailbox, request alternate delivery information.

NDD = Non-Delivery Days

Identifies the days of the week that normal mail delivery is not performed, for example, Business closed on Saturday.

Value: Utilize to plan mailing / shipping activities - especially of perishable items.

NSL = No Secure Location

Door is accessible, but a package will not be left due to security concerns.

Value: If mailing an item that will not fit in a mailbox, request alternate delivery information.

PO Box™ Throwback

Residences and businesses that choose to receive delivery through PO Boxes

Value: Provides information to prompt customer for PO Box address.



DPV® & DSF^{2®} Flags - No-Stat Reason Code

Provides the category/reason that an address does not receive USPS[®] mail delivery. '06' added to this table for CASS[™] Cycle O code.

Code	Reason	Description
01	IDA	Internal Drop Address. These are addresses that do not receive mail delivery directly from the USPS but are delivered to a drop address that services them.
02	CDS	The delivery is new construction and delivery has not been established or on a Rural/CDS/HCR where the delivery point is unoccupied for more than 90 days.
03	Collision	These addresses do not actually DPV $^{\otimes}$ confirm. In this case, the 'Y' should be set to an 'N' on the DPV $^{\otimes}$ 'A' table and all other table values should be blank.
04	CMZ	College/Military Zone, & Other types. These are ZIP + 4® records USPS has incorporated into the data.
05	Regular No- Stat	The address is no longer a possible delivery, the address is on an R777 route, or the PO Box has never been rented or has been declared un-rentable, or the No Stat reason is not one of the other reasons.
06	Secondary Required	The address has incorrect secondary or missing secondary and secondary information is required.





DPV® & DSF^{2®} Flags - DPV Codes Clarified

Provides clarification of the existing DPV codes to accommodate industry requests for additional address information, especially those that require or do not require secondary information, DPV Code definitions have been updated to more closely match the CASS™ Cycle O rules.

DPV®	Current Definition	New Definition
" Y "	Address was DPV® confirmed for both primary and (if present) secondary numbers	No Change
"D"	Address was DPV® confirmed for the primary number only, and the secondary number information was missing	No Change
"S"	Address was DPV® confirmed for the primary number only, and the secondary number information was present but not confirmed	Address was DPV confirmed for the primary number only and the secondary number information was present but invalid, or a single trailing alpha on a primary number was dropped to make a DPV match.
"N"	Both primary and (if present) secondary number information failed to DPV® confirm	Primary number failed to DPV® confirm.
(Blank)	Address not presented to the hash table	No Change



DPV® & DSF^{2®} Flags - Enhanced DPV Codes

Enhanced DPV return codes accommodate an industry request for additional address information and will be available as an option for those mailers wanting the additional delineation of reasons for DPV Status.

DPV®	Definition
" Y "	Address was DPV confirmed for primary and secondary numbers necessary to determine a valid delivery point.
"D"	Address was DPV confirmed for the primary number only. Secondary information was missing.
"S"	Address was DPV confirmed for the primary number only, the secondary number information was present but not confirmed or a single trailing alpha on a primary number was dropped to make a DPV match and secondary information required.
"N"	Primary number failed to DPV® confirm.
"R"	Address confirmed but assigned to phantom route R777 and R779 and USPS delivery is not provided.
(Blank)	Address not presented to the hash table



DPV® Footnotes - Redefined & New

Accommodates industry request for additional address information.

DPV	Current Definition	New Definition
"CC"	Input Address Primary Number matched to DPV® but secondary not matched (present but invalid)	Input address primary number matched, secondary number not matched; secondary number not required
"N1"	Input Address Primary Number matched to DPV® but address missing secondary number	Input address primary number matched to DPV® but address missing required secondary number
"C1"	NEW	Input address primary number matched, secondary number not matched; secondary number required
"IA"	NEW	Informed Address identified
"TA"	NEW	Input Address Primary Number Matched to DPV® by dropping trailing alpha
"PB"	NEW	Identified PO Box Street Address
"R7"	NEW	Addresses that are assigned to a phantom route of R777 or R779



DPV® Footnotes - Redefined & New cont.

"C1"

Previously combined with 'CC' but separated to report requirement for secondary information. If address contains an invalid secondary number and one is required, this information can be used to prompt for a valid secondary number.

"TA"

Improves ability to validate an address that is presented with a single trailing alpha on the primary number of a street style address.

Example: 341A James Ave – Software attempts to match 341A. If it can't validate, software attempts to match 341. Footnote "TA" will be returned if a match is made.

"IA"

Allows businesses to send mail to potential customers without knowing physical mailing addresses, fully protecting consumers' privacy. For more information visit the USPS PostalPro site.

Informed Address | USPS

"PB"

Address presented is a street style address that represents a PO Box address.

Value: The mailing industry requested that PBSA street addresses are reported separately so that they are aware that the customer is getting a PO Box service.

"R7"

Identifies physical addresses that are not eligible for USPS mail delivery. These addresses will return only a 5-Digit ZIP Code and will not be assigned a ZIP + 4® or DPV® confirmation.



CMRA - PMB Identifier & DPV® Confirmation

Identify and standardize Private Mail Box (PMB) information and Commercial Mail Receiving Agency addresses and follow DMM requirements regarding the use of the "PMB" identifier.

Example:

When an address matches to a CMRA with extraneous secondary information, the rightmost secondary unit designator must be changed to PMB.

Input	800 VILLAGE WALK # 1 # 101 QUILFORD CT 06437
Output	800 VILLAGE WALK # 1 PMB 101 QUILFORD CT 06437



Deliverable Street / Highrise Default

Improves the ability to validate addresses that have a valid delivery point at the primary number and do not need secondary. These addresses also have a high-rise default because there are secondary addresses in that building.

Source	Rec Type	Prim Number	Street Indicia	UNIT	Sec Range	ZIP Code	ZIP + 4 Range	CRID	No-Stat
DPF	S	36	CAPITAL WAY			38004	7924	R006	N
ZIP+4	Н	36	CAPITAL WAY			38004	7985	R006	N/A
ZIP+4	Н	36	CAPITAL WAY	STE	B-E	38004	7986	R006	N/A

CMRA - PMB Identifier & DPV® Confirmation

Current Policy:

Secondary information from Suite^{Link} does not have to be appended to a mailpiece.

CASS Cycle 'O'

Requires that software must return the valid secondary information appended to the delivery address and the 11-digit barcode must match the appended Suite^{Link} address. The Suite^{Link®} product provides improved business addressing information by adding known secondary (suite) information to business addresses, improving mail deliverability.

Input	UT Animal Research 910 Madison Ave Memphis TN 38103
Output	UT Animal Research 910 Madison Ave Ste 283 Memphis TN 38103-3435



Military Addressing

The military has requested two additional address formats in addition to the current CMR, PSC, and Unit addresses with box information.

CASS[™] Cycle O will be able to validate these new addresses.

Examples:

OMC 467 BOX 1 APO AE 09096-9001 UMR 6 BOX 1 FPO AE 09599-0001

OMC (Official Mail Center)
UMR (Unit Mail Room)



Cross-State Addresses

In response to the "One State One Address" Act which requires the physical and mailing address to correspond, the USPS® is revising the City and State information (in collaboration with local municipalities) for 6,300 addresses that are currently serviced by a Post Office[™] in a different state.

Current Address:

31459 480th Ave

Akron, IA 51001

New Address:

31459 480th Ave

Newtown, SD 51001





TotalDPS

TotalDPS will revise the way 11-Digit DPV® ZIP Code™ is assigned to certain address types which will reduce duplication, improve Delivery Point Sequencing and Enhanced Line-of-Travel Presort.

<u>Address</u>	Old Delivery Point	New Delivery Point
RR 1 BOX 135A	35	62
HC 83 BOX 34AA	34	61
444 S MAIN ST APT 1	44	63
444 S MAIN ST APT 2	44	31
444 S MAIN ST APT A	44	71
444 S MAIN ST APT B	44	97
1608 SHARON RD BSMT	08	79
104A KNOBLEY RD	04	31
301 1/2 D ST	01	26
A RIGGS RD	99	26



CASS™ Cycle 'O' Timeline

United States Postal Service

INDUSTRYALERT

October 8, 2021

CASS Cycle O implementation rescheduled to August 2023.

The Coding Accuracy Support System (CASS) measures the accuracy of address matching software based on rules defined by the Postal Service. USPS is actively working with the mailing industry to perform a new testing cycle referred to as CASS Cycle O. The Postal Service has determined that the CASS Cycle O implementation schedule will be rescheduled to a new implementation date of August 1, 2023. The current CASS Cycle N will be extended until July 31, 2023. The Postal Service will continue to work with the mailing industry to ensure all requirements are met related to Address Quality / CASS Cycle O and the new timeline to support an August 2023 implementation date.

Software developers are allowed to implement CASS Cycle 'O' requirements ahead of CASS Cycle 'O' certification.



Important CASS[™] information is available at

https://postalpro.usps.com/certifications/cass

DATA FILES 10/15/2021	CASS™ Cycle O - Alpha Stage 1 File This file only contains CASS™ Cycle O enhancements.
PRESENTATIONS 10/15/2021	CASS™ Cycle O Partnership In Tomorrow Final Rules - September 2020 (Updated)
FACT SHEETS 06/18/2021	CASS™ Cycle O - Executive Summary
TECH GUIDES 10/18/2021	CASS™ Technical Guide for Cycle O - DRAFT This document provides a technical guide for the CASS™ product. The CASS certification process is designed in cooperation with the mailing industry to improve the accuracy and deliverability of addresses for mail qualifying for postal discounts.
ANNOUNCEMENTS 06/01/2020	CASS™ Cycle O Implementation Rescheduled to August 2022 (June 1, 2020)



Q & A Time



Thank you

