

CASS Cycle O – Summary

The following changes to CASS and MASS address matching are fueled by the need to:

- Promote Address Quality
- Reduce Undeliverable As Addressed (UAA) mail
- Ease of use and understanding
- Ease of implementation
- Priority on changes that are those that are a Win,Win,Win - a Win for mailers, a Win for the USPS, and a Win for the recipients

This document provides a brief summary of those changes. Detailed descriptions are available in the CASS Cycle O Technical Guide available at: <https://postalpro.usps.com/certifications/cass>

- **PO Box™ Only Delivery Zones**
- **5-Digit ZIP Validation**
- **DPV® & DSF2® Flags R777/R779 Phantom Route Matching**
- **PBSA – PO Box Street Address Identifier**
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PO Box™ Only Delivery Zones

Purpose: Identify Cities that have only PO Boxes and no other form of mail delivery available.

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

Example: P38338 is a single-ZIP Code city with only PO Box delivery. A street-style address will not return a ZIP + 4 in ZIP Code 38338 because mail is delivered through PO Box service.

5-Digit ZIP Validation

Purpose: Identify records that meet 5-Digit ZIP validation and qualification for discounted postage rates.

Application: Identify which records 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.

DPV® & DSF2® Flags

Purpose: DPV and DSF2 flags indicate characteristics associated with an address should be considered when deciding to mail. DPV = Y means the primary and secondary validated, but depending on what you are mailing – packages versus letters for example – you might need to consider the flags listed below. In addition to using the DPV Vacant flag, the No Stat reason codes listed below bring more clarity to deliverability. Package shippers should check the flags for any potential delivery conditions, especially for a Business address.

- **DNA = Door Not Accessible (the data might be available now - check with your provider).**

Purpose: Identify addresses where the USPS mail carriers cannot knock on a door to deliver mail that will not fit into the mailbox. Intended for any situation where the USPS mail carriers cannot physically get to the residence/building.

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

- **NSL = No Secure Location** (the data might be available now - check with your provider).

Purpose: Door is accessible, but a package will not be left due to security concerns. It is highly likely that a notice will be left (may include parcels that are endorsed “Leave if no response”).

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

- **NDD = Non-Delivery Days** (the data might be available now - check with your provider)

Purpose: Identify the days of the week that normal mail delivery is not performed, for example: Business closed on Saturday & does not want mail delivered or the Delivery Route runs Monday, Wednesday, Friday only. There are seven (7) fields representing the Delivery Days included for each address on the table.

Application: utilize in planning mailing / shipping activities – especially of perishable items.

- **PO Box™ Throwback** (the data might be available now - check with your provider)

Purpose: Identify residences and businesses that choose to receive delivery through PO Boxes. No delivery is made to the street address.

Application: understand that delivery difference associated with PO BOX deliveries apply to these addresses as well.

- **No-Stat Reason Code**

Purpose: Identify the category/reason that an address does not receive USPS Mail delivery. ‘06’ added to this table for CASS Cycle O

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® confirm. In this case, the ‘Y’ should be set to an ‘N’ on the DPV® ‘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, <i>or the No Stat reason is not one of the other reasons.</i>
06	Secondary Required	The address has incorrect secondary or missing secondary and secondary information is required.

- **DPV® Codes Clarified**

Purpose: 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® Code	Definition
“Y”	Address was DPV® confirmed for both primary and (if present) secondary numbers
“D”	Address was DPV® confirmed for the primary number only, and the secondary number information was missing
“S”	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”	Address failed to DPV® confirm, primary number missing or not confirmed.
(Blank)	Address not presented to the hash table

- **Enhanced DPV® Codes**

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

Enhanced DPV® Return Codes will be similar to the DPV® Return Codes except in the case the Enhanced DPV® Return Code “R” is to be returned (see [R777/779 Phantom Route Matching](#)).

“R”	Address confirmed but assigned to phantom route R777 or R779 and USPS delivery is not provided
“Y”	Address was DPV/DSF2 confirmed for both primary and secondary numbers necessary to determine a valid delivery point.

“D”	Address was DPV/DSF2 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”	Both primary and secondary (if present) number information failed to DPV/DSF2 confirm.
Blank	Address was not presented to DPV/DSF ² .

• DPV® Footnotes – Redefined & New

Purpose: To accommodate industry requests for additional address information. They will be available as an option for those mailers wanting the additional delineation of reasons for DPV® Status.

DPV	Current Definition	New Definition
“BB”	Input Address Matched to DPV/DSF2 (all components)	<i>Input Address Matched to DPV/DSF2 for both primary and secondary numbers necessary to determine a valid delivery point.</i>
“CC”	Input Address Primary Number matched to DPV® but secondary not matched (present but invalid)	<i>Input Address Primary Number Matched, Secondary Number Missing, Secondary Number Required</i>
“N1”	Input Address Primary Number matched to DPV® but address missing secondary number	<i>Input Address Primary Number Matched, Secondary Number Missing, Secondary Number Required</i>
“C1”	NEW	<i>Input Address Primary Number matched, Secondary Number not Matched, Secondary Number Required</i>
“IA”	NEW (see Informed Addressing)	<i>Informed Address identified</i>
“TA”	NEW (see Single Trailing Alpha on a Primary Number)	<i>Input Address Primary Number Matched to DPV® by dropping trailing alpha</i>
“PB”	NEW (see PBSA PO Box Street Address Identifier)	<i>Identified PO Box Street Address</i>
“R7”	NEW (see R777/779 Phantom Route Matching)	<i>Addresses that are assigned to a phantom route of R777 or R779</i>

Application: use the additional information to better identify addresses with various issues or characteristics that can be used to make better business decisions.

R777/R779 Phantom Route Matching

Purpose: Identify physical addresses that are assigned to a phantom route of R777 or R779 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.

Application: identify potential physical addresses that require a separate PO BOX style address for mail delivery.

NOTE: Multiple Enhanced DPV Codes: There are situations where more than one Enhanced DPV Code may be valid for a single address. In the cases where these occur, the Enhanced DPV Code of ‘R’ takes precedence over the others.

PBSA – PO Box Street Address Identifier

Purpose: Identifies and standardizes PO Box Street Addresses. PBSA records will no longer be identified as a “CMRA”. See DPV Footnotes.

CMRA – PMB Identifier & DPV® Confirmation

Purpose: 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. For example:

- When an address matches to a CMRA with secondary information, the valid secondary information should be returned using existing CASS
- When an address matches to a CMRA with extraneous secondary information, *the rightmost secondary unit designator must be changed to PMB*

Single Trailing Alpha on a Primary Number

Purpose: Improve the ability to validate an address that is presented with a single trailing alpha on the primary number of a street style address. For example, “341A JAMES AVE”. CASS Software will attempt to validate the primary number with the “A”. If it does not validate, they will then attempt to validate with “341” alone.

Deliverable Street / Highrise Default

Purpose: Improve 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.

An example may be a building owned and occupied by a business at 123 Main St. They receive mail delivery at that address, secondary is not needed. They also lease suites to business that are assigned suites: example: *123 Main St Suite 1 through 15*. CASS will validate secondary information and also query SuiteLink. If no suite found, then the address will be validated for the building address, not the HR default. If invalid secondary is included, then the HR Default will be returned.

Suite^{Link}® Requirements

Purpose: If a Suite^{Link} match is found, the software must return the valid secondary information as a requirement of CASS certification. MASS processing will have the option to print the valid secondary above the IMb (not required). CASS software can return secondary extraneous information (invalid secondary information) in several optional formats based on the input address. However the primary street address along with the SuiteLink results must be contiguous.

Military Addressing

Purpose: 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.

UMR Unit Mail Room

OMC Official Mail Center

Examples OMC 8 BOX 1

UMR 6 BOX 1

FPO AE 09599-0002

FPO AE 09599-0001

Official Mail Center is mail to the command center.

Cross State Addresses

Purpose: In response to Sen McCaskill's "One State One Address" Act which requires the physical and mailing address to correspond. The USPS is revising the city and state information for 6,300 addresses impacted.

Example: 48740 235A ST is served by the Pipestone MN Post Office but is *physically located in South Dakota*. The data will be updated with a new 'city name' determined by the municipality and CASS will return the proper city and state. *48740 235A ST ALLIANCE TOWNSHIP SD 56164-1896*.

TotalDPS

Purpose: Improve Delivery Point Sequencing and Enhanced Line-of-Travel Presort, and to increase the availability of Informed Delivery service. TotalDPS will revise the way the 11-Digit DPV® ZIP Code™ is assigned to certain address types and will reduce duplication.

Informed Addressing

Purpose: CASS processing must be performed on the list prior to submitting to the USPS to receive Informed Address (IA) records. If an IA record is retained on a list that is processed through CASS, the software must recognize the record using the USPS assigned characteristics identified in the Developer Guide and LPR (Currently the leading 99* in the address field) and will return DPV = BLANK and Footnote IA. CASS will verify the City State & ZIP Code correspond and will be counted on Form 3553 (see 5-Digit ZIP Code Validation).