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MAC™ (Manifest Analysis Certification) Batch

Quality Mail starts with Certified Software

Technical Guide

UNITED STATES POSTAL SERVICE®

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MAC™ Batch Purpose

The Manifest Analysis and Certification Batch (MAC Batch) program is a process designed in cooperation with the mailing industry to evaluate presort/manifest software for accuracy in sorting address files according to *Domestic Mail Manual* (DMM), and *Guide to the Manifest Mailing System* (Publication 401), standards for varying sized pieces, accuracy of calculated postage for identical and/or non-identical pieces, and utilizing permit imprints. MAC Batch is available **only** to software developers, i.e., companies that develop presort/manifest software for resale or internal use. Participation in the program is purely voluntary. Although this program evaluates and validates presort/manifest products manufactured by developers, MAC Batch **does not guarantee acceptance** of mail prepared using MAC Batch-certified software. MAC Batch does provide national approval of computer generated facsimiles of United States Postal Service® (USPS®) postage statements, standardized documentation, and other presort/manifest documentation.

MAC Batch Overview

The United States Postal Service defines a MAC Batch-certified software product as a presort/manifesting product specifically written to operate on a particular platform or operating system and assigned a specific version number. Many products use different language compilers to process files within different operating systems or on different hardware platforms. Therefore, to maintain the highest quality standards, MAC Batch will certify a **developer's product that operates on a particular platform at the current version number**. The developer may submit all platforms, or as many as are desired, for certification. MAC Batch will evaluate each presort/manifest product platform on its own merits and will issue a specific certification for that platform if warranted.

At this time MAC Batch will only be testing and certifying First Class Auto Letters and First Class Auto Flats (tray-based), utilizing Permit Imprint only. In the future other presort categories will be added.

Note: Throughout this manual, any reference to a "presort/manifest product" implies a product written for a specific hardware/software platform at the current version number.

Example:

Developer	Presort/Manifest Product	Platforms	Version
PreMan R Us	FASTsort	Windows NT for PC	1.2

MAC Batch Certification

Presort/manifest products that participate receive certification upon successful completion of all presort/manifest tests taken. Electronic testing allows tracking and verification of every mailpiece within a test file. Developers must append each test address record with the specific presort/manifest information as described in “MAC Batch Test File Description” (see Appendices A & B).

MAC Batch provides the following benefits for developers seeking certification:

1. All MAC Batch certified presort/manifest products will be listed in the MAC Batch Certified Products List (see http://ribbs.usps.gov/files/MAC_Batch/csp)

2. All certificates issued to presort/manifest products will indicate that they have received MAC Batch certification.

3. Testing is available at no cost. Re-testing fees are assessed after three free electronic/hardcopy attempts (hardcopy tests will be submitted simultaneously with the electronic file at this time).

Version Number Policy

All MAC Batch certifications are awarded to specific versions of presort/manifest products. To receive MAC Batch certification, these guidelines must be followed:

- If all submitted tests are completed without the need for any corrections or changes, the original version number of the presort/manifest product submitted will be certified.

- If corrections or changes to the presort/manifest logic are required for any of the test categories, a new version number will be specified by the developer of the presort/manifest products after all corrections and modifications are successfully completed.

- Upon completion of testing, the developer will provide the BMA Certification group with an estimated release date for the certified version.

- Changing a MAC Batch-certified product’s version number requires notification of the National Customer Support Center (NCSC) to determine if testing is necessary for recertification of the product at the new version number.

The components of the version number are as follows:

Field A	**Field B**	**Field C**	**Field D**
Version No.	Revision No.	MAC Batch Cycle	Manufacturer No.
2.01	**.03**	**A**	**.03.09**

Field A contains the software version number assigned by the developer. The number left of the decimal point represents the major release number, and the number to the right of the decimal point represents the version of the presort/manifest logic code. Any change to an existing software product's presort/manifest logic must be reported in writing to the BMA (Business Mail Acceptance) Certification Department at the National Customer Support Center (NCSC) before release. The change will be evaluated to determine whether the product requires a new certification.

Field B contains the software revision number representing any non-presort/manifest logic change to the software product. A change in the revision number would be enacted by, but not limited to, an update of postage rate tables, labeling lists or zone charts, enhancements to the user interface, updates to print drivers, or other types of revisions or updates.

Field C contains the MAC Batch cycle indicator assigned by the BMA Certification Department.

Field D contains the manufacturer number, which may be used by the manufacturer to indicate other internal tracking information such as monthly or quarterly database releases.

Note: If Field D is used to indicate database release dates, the USPS recommends using a 2-byte number to indicate the year followed by a decimal and another 2-byte number to indicate the month of the database.

Reporting of Product and Version Number

For the purpose of MAC Batch certification, the USPS **requires** developers to indicate the product name and version number at the bottom of postage statement facsimiles and in the header portion of the USPS Manifest Report. Doing so will facilitate efficient resolution of errors or problems encountered when the presorted/manifested mail is presented for acceptance.

MAC Batch Phraseology and Logo

The USPS prohibits the use of the MAC Batch logo and any MAC Batch phraseology on all official USPS forms and required documentation, including

postage statement facsimiles and the USPS Manifest Report. However, MAC Batch-certified developers may use the MAC Batch logo and the phrase “MAC Batch-Certified” on marketing materials, packaging, advertisements and other user documentation if it corresponds to and identifies a **specific** presort/manifest category for which the product is certified. In other words, if you advertise that your product is “MAC Batch-Certified”, you MUST list all the presort/manifest categories that your product is certified for. If there are space constraints to the advertisement, you must state “Certified for ## presort/manifest categories. See our (website, users’ manual, certificate etc.) for details”. When an advertisement directs a customer to Web sites, user manuals, certificates etc. for additional information, the informative material **MUST** plainly state each presort/manifest category certified. On Web sites, all references to MAC Batch should link to the list of presort/manifest categories for which the product is certified. After certification is awarded, a camera-ready MAC Batch logo sheet will be provided for use in developing advertising, packaging, and marketing materials. It is suggested that you consult the BMA Certification department when designing materials where the MAC Batch logo and phrase is used. If the logo is reproduced or duplicated in color, you must use the USPS specified color scheme. Duplication or reproduction of the logo is authorized under the following conditions:

• All certified presort/manifest categories are specified as above

• The logo is not altered in any way

Licensing Certified Products

If the MAC Batch certified software is licensed to or from another company, the USPS National Customer Support Center (NCSC) must be informed in writing and complete testing must be conducted successfully to obtain certification for the new product.

Multiple Products with Same Presort/Manifest Engine

If you use your MAC Batch certified product as the presort/manifest engine for other products within your company’s product line, we recommend that you pursue certification for each individual product. However, you may choose to inform the NCSC of this product interrelationship in writing on company letterhead. Certification will be granted to all products after successful completion of testing of the original product.

Note: The NCSC reserves the right to conduct random tests on any certified product at any time.

Field Error Detection and Resolution

It is the BMA Certification Department's goal to assist developers in achieving the highest quality presort/manifest product possible. The field error detection and resolution policy is used by both the BMA Certification department and the developers to ensure presort/manifest product quality. Regardless of cycle schedules, quality assurance remains an ongoing part of the MAC Batch certification program. Occasionally, presort/manifest errors are detected and reported by USPS field personnel or mailers after a MAC Batch certified product has been distributed to customers. If this situation occurs, the following protocol is followed to resolve the problem:

1. The BMA Certification Department starts an incident report file for the product and version number.

2. The BMA Certification Department works to determine if the problem is a presort/manifest error or some other problem such as a user setup issue.

3. The BMA Certification Department alerts the developer to the existence of a possible problem.

4. The BMA Certification Department and the developer collaborate in determining a reasonable time frame in which to correct the problem. ***If the time frame is exceeded, MAC Batch certification may be revoked or suspended.***

5. The BMA Certification Department will keep all appropriate parties informed of the status and progress.

6. The BMA Certification Department reserves the right to request that the developer retest any applicable test files before release of corrected software.

7. When the BMA Certification Department determines that the problem has been corrected, the developer must release a patch to all customers.

Selection Rationale

The BMA Certification Department evaluates the accuracy of presort/manifest products by testing a variety of presort/manifest scenarios each certification cycle. The USPS selects different scenarios based upon, but not limited to, three key factors:

1. Presort/manifest categories most often used by different mailers (to cover the widest range of presorted/manifested mailings).

2. Presort/manifest categories in which significant errors are being detected by Business Mail Entry Units (BMEUs).

3. Presort/manifest categories that are relatively new.

Upon successful completion of the MAC Batch testing process, each product is awarded a certificate specifying each presort/manifest category for which MAC Batch certification is awarded.

MAC Batch Calendar

September 15, 2003, Cycle A begins
January 15, 2004, Testing fees take effect
March 15, 2004, Cycle A testing ends
Fall 2004, Cycle B begins testing
December 31, 2004, Cycle A certifications expire

Out-of-Cycle and Retesting Fees

At this time, the MAC Batch certification program is free-of-charge to developers participating during the normal testing cycle or when a *DMM, Publication 401*-initiated MAC Batch cycle is conducted. However, a fee is charged for:

- Any developer initiating testing in the MAC Batch program outside the normal test cycle

- Any product that has failed the combined electronic/hard copy testing three times in any one test category

This fee is assessed as follows:

- Minimum fee for first out of cycle or retest is $250.00 – the initial evaluation fee of $200 and initial test (file generation) fee of $50.00.

- Additional tests have a fee of $35.00 each – evaluation fee of $25.00 and test file generation of $10.00.

- **Example 1:** If you are taking one out of cycle/retest the charge is $250.00, as explained above.

- **Example 2:** If you are taking three out of cycle/retests the charge is $320.00 – $250.00 for the initial testing fee and $70.00 for the additional 2 tests.

Note: MAC Batch certifications obtained "out-of-cycle" have the same expiration date as all "in-cycle" certifications.

Data Products Available

The NSCS has a variety of data products and services available for developers to utilize in creating a comprehensive presort/manifest product. For information regarding the availability, applicable costs, etc. of these items, contact the NCSC at 800-238-3150 and request a free copy of *The Official Guide to Postal Products, Services, and Publications.*

Products and Services include, but are not limited to:

- Carrier Route File
- City State File
- Delivery Statistics File
- Zone Chart
- Labeling Lists
- ZIP + 4®

The MAC Batch Certification Process

The developer has the choice of testing in any or all of the available categories. Due to the complexity of programming presort/manifest software products, the USPS requests that all files (i.e., a suite) which the developer intends to certify be submitted together. All developers are required to complete and return their test files (electronic and hardcopy) within 30 calendar days of the date on the cover sheet. Developers attempting certification must successfully complete both the electronic AND hardcopy testing process. Failure to return the test within the 30 calendar day window will result in a failure grade for that test. Electronic files should be submitted zipped. The MAC Batch preferred method for returning files is via the Certification FTP site. If desired, files can be submitted via CD-ROM or Zip disk. When using the FTP method. the developer should e-mail mac.batch@usps.gov to inform the BMA Certification department that the file has been uploaded to the FTP site.

When returning hardcopy, output labels are available upon request. Developers utilizing their own labeling must ensure the phrase "Deliver Immediately, MAC

Batch Tests Enclosed" is posted conspicuously on the outside of the mailing container. Return ALL test files to:

BMA CERTIFICATION DEPARTMENT
MAC BATCH
US POSTAL SERVICE
NATIONAL CUSTOMER SUPPORT CENTER
6060 PRIMACY PKWY STE 201
MEMPHIS TN 38188-0001

***WARNING*: MAC Batch test file output returned by commercial carriers will not be accepted**.

Test data is provided in the form of address files. Each presort/manifest scenario has its own address file and has specific characteristics and attributes, such as mailpiece dimensions, specific entry point, sortation levels allowed, processing category, etc. Each file is processed as a specific presort/manifest job with explicit parameters. MAC Batch is a certification standard of excellence; therefore, we will certify and list your product's required and optional mail preparation standards for each presort/manifest category.

Note: In pursuing certification, it is imperative that developers follow all rules and parameters stated in "General Testing Instructions" (see page 11) to achieve certification. Failure to do so will warrant an outright rejection of your test submission before any actual grading of presort/manifest. Furthermore, this will count toward one of the three free evaluations given.

The following presort/manifest test categories are available for Cycle A:

First Class Automation Letters
First Class Automation Flats (Tray-based)

Each file is graded individually for accuracy of presort/manifest and compliance with current *DMM* and *Publication 401* regulations. The evaluation includes inspection of standardized documentation, container labels, computer-generated postage statement facsimiles, and other presort/manifest documentation. If the electronic file and/or documentation presented is deemed 100% accurate and in compliance with current *DMM* and *Publication 401* regulations, certification is awarded for the specific presort/manifest category tested. If any errors preventing certification are detected, an evaluation report identifying the specific violations and their appropriate *DMM* or *Publication 401* references will be provided to the developer. After the proper changes and/or adjustments are made to the software, the developer is responsible for ordering a new test file. Reprocessing the original test is prohibited. In some instances, the BMA Certification Department may request that a product be retested in certain categories if a failure or modification affects another category.

Cycle A certifications are effective until **December 31, 2004.**

Developers whose products have completed all intended tests and have been certified for any or all presort/manifest categories receive an official MAC Batch certificate and will have their name, address, and presort/manifest product name and version number included in the list of MAC Batch-certified software. The list is published periodically in the *Postal Bulleti*n, and reprints are available through the NCSC. Weekly updates are available electronically through the USPS Web site. To access the list, go to http://ribbs.usps.gov, select MAC Batch from the selection list to the left, then select Certified Software Products from the list under the MAC Batch logo on the right.

Naming of Files

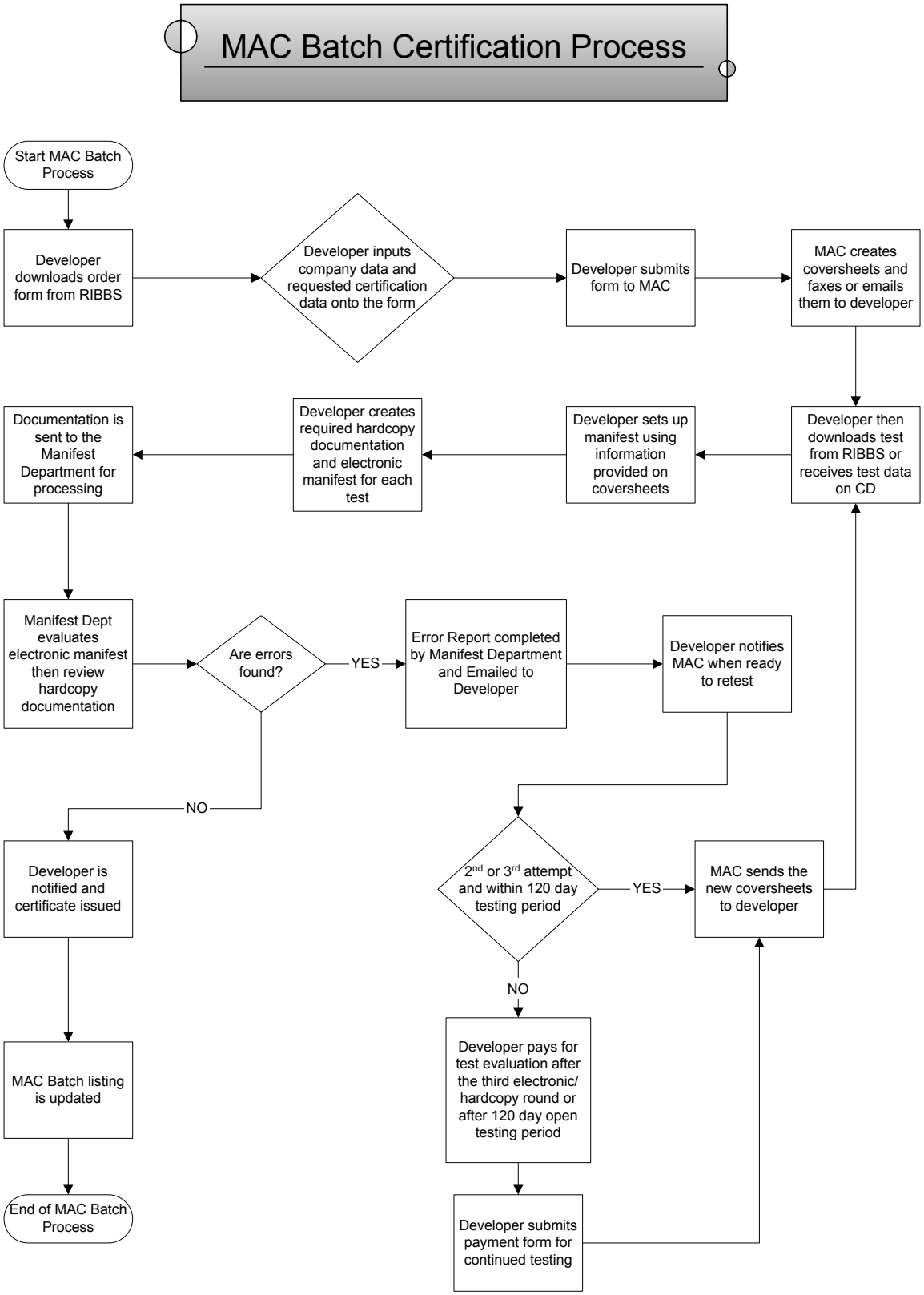
In Cycle A, a two-character field in the test file name will be used as the Set Identifier. A four character Test Identification Number will follow the Identifier. (ex. EA_A602 will break down to Set EA, Cycle A, Test 602). All test files will end in a .set suffix. When developers processes the files they are to be saved as a .tst file. Text files that are generated by MAC Batch as a result of electronic grading will be in an .htm format with a specific Mail Split Stream Indicator attached to the end of the File number. Examples would be: EA_A602AL.HTM and A_A607AU.HTM.

Products Attempting Certification

After processing the test, the developer returns (within 30 calendar days, of the date on the cover sheet) the appended electronic and hardcopy test file. The test file will be processed through MAC Batch's electronic grading program. The computerized grading program is designed to search for specific violations of presort/manifest rules and USPS regulations. If any errors are discovered, the developer is notified and asked to retest. The new test will count towards one of the three free attempts.

The developer will provide a complete set of hardcopy documentation from a newly assigned test series at the same time as the electronic copy. That documentation is then reviewed and graded in the same manner. If passed, the developer becomes certified; otherwise, the developer will be asked to retest.

Figure 1. MAC Batch Certification Process



List of Presort/Manifest Scenarios

For MAC Batch Cycle A, the USPS offers the following domestic presort/manifest categories for testing:

Table 1: Presort/Manifest Scenarios

PREREQUISITE TESTS*	DMM REFERENCE	TEST #
First-Class Mail Letters or Flats	M810 / M820.2.2	A600
FIRST-CLASS MAIL TESTS		
First-Class Automation Letters	M810	A602
First-Class Automation Flats (Tray-Based)	M820.2.2	A607

Note: Process any applicable prerequisite test or required test only once.

General Testing Instructions

To achieve MAC Batch certification, the following instructions, guidelines, and parameters must be followed explicitly:

Many presort/manifest categories require successful completion of multiple tests to achieve certification. If you choose to test in more than one scenario, the required tests only need to be processed once.

Below is the testing structure for Cycle A. The prerequisite test A600 is mandatory**.** Certain tests require additional tests to also be taken. When applicable, these additional required tests can be found on the Parameter Report in Appendix D.

File A600
A prerequisite test, for certification in any First-Class Mail presort/manifest category along with any applicable First-Class test(s) (A602, A607) of your choice. (If you choose to take more than one First-Class Mail test, process File A600 only once).

Files A602 and A607
First-Class Mail tests including automation, presort/manifested, machinable, and co-trayed presort/manifest categories. Tests will cover a variety of processing categories including letters, flats, and parcels. Also included is the optional preparation for tray based auto flats.

Modification of any of the data provided on the shaded area of the header record will result in a failure for the test.

Documentation

Required Hard Copy Output

An integral requirement of the MAC Batch certification process is the manual review of hard copy documentation. This review is performed for all testing. After processing the presort/manifest scenario, ALL developers must return a USPS Manifest Report with each test. As an added benefit of the MAC Batch program, the BMA Certification department will also examine any additional presort/manifest documentation generated by the software, as well as container labels and computer generated facsimiles. To determine which, if any, of the additional documentation is necessary for any given test, consult the specific cover sheet provided by MAC Batch for the test.

HARDCOPY OUTPUT REQUIRED

HARDCOPY OUTPUT	REQUIRED
USPS Manifest Report	Each Test
Job Setup Parameter Report (JSP)	Each Test IF the report follows the required format found starting on page 15
MAC Batch Cover Sheet	ONLY if no JSP is provided
Completed Postage Statement Facsimile	ONLY If produced by software AND indicated as necessary on the MAC Batch cover sheet
Barcoded Tray and Sack Tags	ONLY If produced by software AND indicated as necessary on the MAC Batch cover sheet
Non-Barcoded Tray and Sack Tags	ONLY If produced by software AND indicated as necessary on the MAC Batch cover sheet
Additional User Documentation	ONLY If produced by software AND indicated as necessary on the MAC Batch cover sheet

MAC Batch Cover Sheet

Each test ordered includes an individualized cover sheet. The cover sheet indicates any necessary optional processes (electronic and/or hard copy testing) and/or documentation requirements (hard copy testing) for that specific test. If the developer uses these parameters **exactly**, indicate this by checking the boxes beside the measurement used in the space provided. If the parameters are not used exactly, the developer must provide the measurements used. Additional parameters are needed for accurate grading. The developer must fill in all remaining information. It is crucial to the process to have the cover sheet completed in full. The cover sheet also includes vital information concerning your company and product. This information will be reported directly on the MAC Batch Certified Products List, when certification is awarded. You are responsible for confirming the accuracy of your listing on each cover sheet. It is imperative that you review each listing carefully.

Job Setup Parameter Report (JSP)

Presort/Manifest products that produce a Job Setup Parameter (JSP) report are exempt from returning the completed MAC Batch Cover Sheet IF the following components are included, and easily identified, in the JSP:

- Class of mail, *DMM* or *Publication 401* reference
- Mailpiece Height, Length, Thickness, and Weight for all Pieces within the Mailing
- Container Type
- Max Pieces per Container
- Entry Point
- Product Name and Version Number
- Total Pieces Processed
- Full Tray Default Setting
- Full Tray Default set by
- Maximum Package Width

Attach the JSP or cover sheet to your hard copy results and return it with the other required hard copy output for each test. Remember that upon successful completion of product testing, the information on the cover sheet will be used for your listing on the MAC Batch *Certified Software Lis*t. Regardless if the presort/manifest product supports the JSP format or utilizes the MAC Batch cover sheet, the developer is responsible for confirming all company and product information.

Postage Statement Facsimile

MAC Batch reviews all computer-generated postage statement facsimiles for form and content. Developers must submit hardcopy facsimiles when indicated by the MAC Batch Cover Sheet. For the purpose of MAC Batch certification, each PS Form facsimile is required to have "Facsimile" on the bottom of each page next to the form number. Developers are also **required to include the product name and version number on each facsimile.** Within Cycle A, the MAC Batch Certification process will include the verification of postage calculations on any and all submitted postage statement facsimiles. Consult *DMM P013* for guidelines to these computations.

Tray and Sack Labels

The MAC Batch certification process includes analysis of both barcoded and non-barcoded tray and sack labels. If your presort/manifest product produces tray and sack labels, they should be returned when indicated by the MAC Batch Cover Sheet with any other required documentation for review. The BMA Certification Department will examine labels for correct usage of labeling list tables and formatting of line 1 (destination), line 2 (contents), and line 3 (office of mailing or mailer information) based on *DMM M031*and *DMM M032* standards. Barcoded labels will be analyzed for the Interleaved 2/5 Barcode. Barcode scanners and microscopic equipment will be used to analyze and verify the point size of alphanumerics, bar height, and bar width according to *DMM M032*. A compliance report will be provided to you, and all products that properly produce barcoded labels will be indicated on the MAC Batch Certified Products List

Standardized Documentation

Standardized documentation (i.e., USPS Manifest Report) must meet the USPS standards set forth in *DMM P012*. The following is a brief description of the requirements of the USPS Manifest Report with callouts and steps for preparing the report. Numbers 1-10 describe the header information required on the top of each page of the standardized documentation. Appendices A and B show an example of a manifest report for First Class Automation Letters and First Class Auto Flats (Tray-Based).

Table 2: Fields and Descriptions

Field #	Field	Descriptions
1	**Mailer's Name and Address**	Company Name and Address
2	**Post Office of Mailing**	Memphis TN 38115 (5-digit ZIP Code where your mail is being entered)

3	**Entry Facility (PVDS**	Show this number on summaries, postage statement(s), Form(s) 8125 for plant-verified drop shipments (PVDS) mailings and on Form 3877 when special services are used for pieces reported on the manifest.
4	**Permit Number**	Company's Permit Number for this Post Office.
5	**Software Name and Version**	Product name and version number of MAC-certified software.
6	**Date of Manifest**	Date that the mailing is deposited.
7	**Class of Mail**	List class of mail.
8	**Processing Category**	Presort/Manifest category and DMM reference
9	**Manifesting Sequence #**	This is a mailer-selected number shown on each MMS (Manifest Mailing System) document to relate to a specific manifest mailing.
10	**Page Number**	Page number of document.
11	**Tray#**	Numbers the containers for verification.
12	**Tray Size**	Indicate 1', 2' or EMM trays.
13	**Tray Level**	Sortation level (Informs acceptance clerk of contents of the container; may be found in DMM P012).
14	**Tray ZIP**	Container destination, according to the labeling list
15	**Piece ID#**	Assign a unique identification number before or after producing the piece. The ID number is required to reconciling individual mailpieces to a manifest to ensure that postage was calculated correctly and all pieces are listed.
16	**Rates**	Actual names of the rate level or corresponding abbreviations can be found in DMM P012.Codes that informs the clerk of the rate claimed within the container: 5B (5-digit Bar-coded), 3B (3-digit Bar-coded), and AB (AADC Automated).
17	**Totals**	Total pieces by rate.
18	**Batch Postage**	The total postage for the batch.
19	**Cumulative Postage**	The total postage for each batch and cumulative postage totals are also listed.
20	**Rate Summary**	The summary consolidates the detailed information about the mailing.

Below is a list of MAC Batch preferred guidelines for standardized documentation. Adherence to these standards is NOT mandatory. The provisions and rules contained within the *DMM* and *Publication 401* **remain** the ruling guidelines that determine if a software product achieves MAC Batch certification.

The minimum MAC Batch *Preferred* guidelines for standardized documentation are:

1) (MAC Batch *Preferred*) Container sortation level and by ZIP Code® destination within each container, or;

2) ZIP Code destination and, within each ZIP Code, by container sortation level.

Whichever format is selected by the developer, the reporting of the mail pieces must be consistent. If reporting containers by ZIP Code destination within sortation level, the pieces within the containers should be also reported by ZIP Code destination within sortation level. For example, an ADC tray may hold 5-digit, 3-digit and ADC packages. Within that tray, the 5-digit packages would be reported in ZIP Code sequence followed by the 3-digit packages (in sequence) and, finally, the ADC package(s).

First-Class Auto Letters with Callouts

1. Mailer's Name & Address
2. Post Office of Mailing

Mailer's Name and Address
Mailer's R Us
123 Main St
Memphis TN 38115

Post Office of Mailing: Naples, NY 14512
Entry Facility (PVDS): SCF Rochester, NY 14401 (3. Entry Facility)
Permit Number: 99999 (4. Permit #)
Software Name and Version #: ShippersSuite 3.01.01 (5. Software Name & Version #)

Date of Manifest: 09/09/03 (6. Date of Manifest)
Class of Mail: First-Class (7. Class of Mail)
Processing Cat.: FCM LTRS M810.2 (8. Proc. Category)
Manifest Sequence #: 45671 (9. Manifest Sequence #)

10. Page # → Page 1

11. Tray #	12. Tray Size	13. Tray Level	14. Tray ZIP		15. Piece Id		16. Rates				18. Batch Postage	19. Cum. Postage
Tray[3] #	**Tray Size**	**Tray Level**	**Tray ZIP**	**Group Dest.**	**Piece Id#**	**CB**	**5B**	**3B**	**AB**	**MB**	**Batch Postage**	**Cum. Postage**
1	1	CRD	74102	B050	001-176	175					65.000	65.000
2	1	CR5	74102	B050	177-327	150					41.250	106.250
3	1	CR3	752	75221C080	328-343	15					12.510	118.760
				75223R009	344-364	20					13.680	132.440
				75223B090	365-395	30					18.170	150.610
4	2	5DGS	40241	40241	396-481		85				43.667	194.277
				40242	482-572		90				45.270	239.547
				40252	573-651		78				39.234	278.781
5	2	5DGS	61013	61013	652-762		110				55.330	334.111
				61043	763-895		132				66.396	400.507
6	2	5DGS	76086	76086	896-991		95				25.498	426.005
				76087	992-1090		98				27.244	453.249
				76088	1091-1241		150				41.700	494.949
7	2	5DG	11365		1242-1442		200				55.600	550.549
8	1	5DG	11365		1443-1481		38				10.564	561.113
9	1	5DG	50422		1482-1636		154				42.812	603.925
10	2	5DG	87113		1637-1852		215				59.770	663.695
11	2	5DG	82033		1853-2148		295				184.260	847.955
12	1	5DG	82033		2149-2254		105				90.545	938.500
13	1	3DGS	020	020	2255-2333			78			55.272	993.772
				023	2334-2410			76			64.526	1,058.298
14	1	3DGS	450	450	2411-2563			152			44.384	1,102.682
				451	2564-2619			55			16.060	1,118.742
15	2	3DGS	840	840	2620-2641			21			6.132	1,124.874
				841	2642-2683			41			11.972	1,136.846
				843	2684-2800			116			33.872	1,170.718
16	2	3DG	117	117	2801-3026			225			111.835	1,282.553
17	1	3DG	144	144	3027-3167				140		42.140	1,324.693
18	2	3DG	558	558	3168-3404			236			95.600	1,420.293
19	1	3DG	802	802	3405-3557			152			78.584	1,498.877
20	1	AADC	197	197	3558-3634				76		22.876	1,521.753

17. Totals

				198	3635-3710				75		22.575	1,544.328
				199	3711-3725				14		4.214	1,548.542
21	1	AADC	480	480	3726-3770				44		13.244	1,561.786
				483	3771-3830				59		35.101	1,596.887
				484	3831-3865				34		19.667	1,616.554
				485	3866-3904				38		26.980	1,643.534
22	1	AADC	550	550	3905-3981				76		53.776	1,697.310
				551	3982-4057				75		45.000	1,742.310
				556	4058-4072				14		7.364	1,749.674
23	1	AADC	770	770	4073-4107				34		17.884	1,767.558
				771	4108-4180				72		37.872	1,805.430
				772	4181-4237				56		29.402	1,834.832
24	1	MAAD	144	A173	4238-4263					25	9.433	1,844.265
				Totals		**390**	**1845**	**1152**	**807**	**25**	**1,844.265**	**1,844.265**

20. Rate Summary

Rate Summary	**Pieces**		**Postage**
A1 Automation Carrier Route (CB)	390		150.610
A2 Automation 5-Digit (5B)	1845		787.890
A3 Automation 3-Digit (3B)	1152		509.227
A4 Automation ADC (AB)	807		387.095
A5 Automation Mixed ADC (MB)	25		9.443
TOTAL Automation	**4219**	**Total Postage Part A**	**$1,844.265**

Footnotes:

1. See Chapter 6, *Publication 401* for floating batch size limitations.
2. *Domestic Mail Manual* (DMM) reference for preparation method used is required.
3. The reporting of tray size is optional, but preferred if available.

Rate Summary by Weight

Automation Carrier Route (AC) **390**

Weight	Pieces	Rate	Postage	AdjPcs	Adjustment	Total
1 oz	250	0.275	$ 68.750	0		
2 oz	100	0.500	$ 50.000	0		
3 oz	20	0.684	$ 13.680	0		
4 oz	20	0.909	$ 18.180	0		
	390		$ 150.610			

Automation 5-Digit (AV) **1845**

Weight	Pieces	Rate	Postage	AdjPcs	Adjustment	Total
1 oz	1000	0.278	$ 278.000	0		
2 oz	500	0.503	$ 251.500	0		
3 oz	250	0.687	$ 171.750	0		
4 oz	95	0.912	$ 86.640	0		
	1845		$ 787.890			

Automation 3-Digit (AT) **1152**

Weight	Pieces	Rate	Postage	AdjPcs	Adjustment	Total
1 oz	599	0.292	$ 174.908	0		
2 oz	351	0.517	$ 181.467	0		
3 oz	152	0.701	$ 106.552	0		
4 oz	50	0.926	$ 46.300	0		
	1152		$ 509.227			

Automation AADC (AB) **807**

Weight	Pieces	Rate	Postage	AdjPcs	Adjustment	Total
1 oz	350	0.301	$ 105.350	0		
2 oz	275	0.526	$ 144.650	0		
3 oz	147	0.710	$ 104.370	0		
4 oz	35	0.935	$ 32.725	0		
	807		$ 387.095			

Automation Mixed AADC (MB) **25**

Weight	Pieces	Rate	Postage	AdjPcs	Adjustment	Total
1 oz	20	0.309	$ 6.180	0		
2 oz	3	0.534	$ 1.602	0		
3 oz	1	0.718	$ 0.718	0		
4 oz	1	0.943	$ 0.943	0		
	25		$ 9.443			

Total Automation **$ 1,844.265**

Floating Batch Manifest 1
First-Class Mail (Automation)
Presorted Flats-Tray Based

1. Mailer's Name & Address

Mailer's Name and Address
Mailer's R Us
123 Main St
Memphis TN 38115

2. Post Office of Mailing

Post Office of Mailing: Naples, NY 14512
Entry Facility (PVDS): SCF Rochester, NY 14402 ← 3. Entry Facility
Permit Number: 99999 ← 4. Permit #
Software Name & Version #: QuickMailer 8.02.01 ← 5. Software Name & Version #

Date of Manifest: 09/05/03 ← 6. Date of Manifest
Class of Mail: First-Class ← 7. Class of Mail
Processing Cat.: Auto Flts M820.3 [2] ← 8. Proc. Category
Manifest Sequence #: 12 ← 9. Manifest Sequence #

10. Page # → Page 1

11. Tray #	13. Tray Level	14. Tray ZIP		15. Piece Id	16. Rates				18. Batch Postage	19. Cum. Postage
Tray[3] #	**Tray Level**	**Tray ZIP**	**Group Dest.**	**Piece Id#**	**5B**	**3B**	**AB**	**MB**	**Batch Postage**	**Cumulative Postage**
1	5DG	54321		00001-00105	105				31.710	31.710
2	5DG	54321		00106-00200	95				45.565	77.275
3	5DG	12403		00201-00292	92				63.204	140.479
4	5DG	22310		00293-00383	91				84.767	225.246
5	3DG	145		00384-00460			76		25.308	250.554
6	3DG	123		00461-00562		101			40.190	290.744
7	3DG	123		00563-00623		60			43.860	334.604
8	3DG	146		00624-00699		75			54.625	389.229
9	3DG	146		00700-00785		85			55.480	444.709
10	3DG	168		00786-00826		40			29.240	473.949
11	3DG	168		00827-00887		60			40.992	514.941
12	ADC	A120	122	00888-00981			93		30.969	545.910
13	ADC	A150	150	00982-01032			50		16.650	562.560
			151	01033-01058			25		8.325	570.885
			152	01059-01084			25		8.775	579.660
14	MADC	M144	A331	01085-01155				70	51.377	631.037
Totals					**383**	**421**	**269**	**70**	**631.037**	**$ 631.037**

17. Totals

20. Rate Summary

Rate Summary	**Pieces**		**Postage**
B1 Automation 5-Digit (5B)	383		225.246
B2 Automation 3-Digit (3B)	421		264.387
B3 Automation ADC (AB)	269		90.027
B4 Automation Mixed ADC (MB)	70		51.377
TOTAL Automation	**1143**	**Total Postage Part B**	**$631.037**

Footnotes:

1. See Chapter 6 of *Publication 401* for floating batch size limitations.
2. Domestic Mail Manual (DMM) reference for preparation method used is required.
3. The first column is preferred but not required on the manifest.

Rate Summary by Weight

Page 2

Automation 5-Digit (5D) **383**

Weight	Pieces	Rate	Postage	AdjPcs	Adjustment	Total
1 oz	125	0.302	**$ 37.750**	0		$ 37.750
2 oz	88	0.527	**$ 46.376**	0		$ 46.376
3 oz	80	0.711	**$ 56.880**	0		$ 56.880
4 oz	90	0.936	**$ 84.240**	0		$ 84.240
	383		**$ 225.246**	0	0.000	$ 225.246

Automation 3-Digit (3D) **421**

Weight	Pieces	Rate	Postage	AdjPcs	Adjustment	Total
1 oz	115	0.322	**$ 37.030**	0		$ 37.030
2 oz	106	0.547	**$ 57.982**	0		$ 57.982
3 oz	97	0.731	**$ 70.907**	0		$ 70.907
4 oz	103	0.956	**$ 98.468**	0		$ 98.468
	421		**$ 264.387**	0	0.000	264.387

Automation ADC (AB) **269**

Weight	Pieces	Rate	Postage	AdjPcs	Adjustment	Total
1 oz	267	0.333	**$ 88.911**	0		$ 88.911
2 oz	2	0.558	**$ 1.116**	0		$ 1.116
3 oz	0	0.742	**$ -**	0		$ -
4 oz	0	0.967	**$ -**	0		$ -
	269		**$ 90.027**	0	0.000	90.027

Automation Mixed ADC (MB) **70**

Weight	Pieces	Rate	Postage	AdjPcs	Adjustment	Total
1 oz	10	0.341	**$ 3.410**	0		$ 3.410
2 oz	12	0.566	**$ 6.792**	0		$ 6.792
3 oz	25	0.750	**$ 18.750**	0		$ 18.750
4 oz	23	0.975	**$ 22.425**	0		$ 22.425
	70		**$ 51.377**	0	0.000	51.377
Total Automation			**$ 631.037**	0	0	631.037

Universal File Format (UFF)

HEADER RECORD FILE

BMA Certification Universal Header Record						
Field Sequence Number	Field Description	Logical Length	Relative From	Position Thru	Sample Data	
1	Copyright Symbol	7	1	7	(C) USPS	P,M,B
2	Filler	1	8	8		
3	Test File Creation Year/Month/Day	8	9	16	19980301	P,M,B
4	Filler	1	17	17		
5	AMS II Epoch (YYMM)	4	18	21	0309	P,M,B
6	Filler	1	22	22		
7	Total Number of Records in Deck	7	23	29	32477	P,M,B
8	Filler	10	30	39		
9	I.D. Key (Standard Testing Set)	3	40	42	AB_	P,M,B
10	I.D. Key (Cycle/Test Number)	4	43	46	F104	P,M,B
11	Filler	1	47	47		
12	Test File Creation Time	11	48	58	11:27:13.13	P,M,B
13	Filler	3	59	61		
14	Entry State and County Number	5	62	66	TN055	P
15	Filler	1	67	67		
16	Piece Weight (99v9999)	6	68	73	006250	P
17	Filler	1	74	74		
18	Piece Length(999v9999)	7	75	81	0103750	P
19	Filler	1	82	82		
20	Piece Height(99v9999)	6	83	88	061875	P
21	Filler	1	89	89		
22	Piece Thickness (99V9999)	6	90	95	000425	P
23	Filler	1	96	96		
24	Default Entry Point Zip Code	5	97	101	44104	P,M, B
25	Filler	***35***	101	136		
26	Year/Month/Day Developer Processed File	8	137	144	19980309 (yyyymmdd***)***	P,M,B
27	Filler	1	145	145		
28	Advertising Percentage (99V99)	4	146	149	7125	P
29	Filler	1	150	150		
30	Container Compression Factor (9v999)	4	151	154	1055	***P,B***
31	Filler	1	155	155		
32	AMSII Epoch Used to Process File (YYMM)	4	156	159	0309	P,M,B
33	Filler	1	160	160		
34	5-digit Package Minimum Qty (99)	2	161	162	17	P
35	***Filler***	***1***	163	163		
36	Tray Minimum (9v999)	4	164	167	0855=85.5%; 1000=100%	***P,B***
37	***Filler***	***1***	168	168		
38	PAVE Use Only	20	169	188		
39	Filler	303	189	491		
40	Presorted Sequence Number	7	492	498	0000000	P,M,B
41	Carriage Return/Line Feed	2	499	500		

Data Element Definitions: Header Record – Provided by BMA CERTIFICATION

Copyright Header Record - The first record in each presort scenario file is a copyright record. The BMA Certification Department, upon file creation, supplies fields 1 through 25. If Gold certification for a product is desired, the developer populates fields 26 through 41 before the electronic test file is returned to the NCSC.

This file should be returned in the order in which the software has presorted it.

The Copyright Header Record **must** be returned as the first record in the file or the electronic grading module will not be able to grade the file successfully. Send only the electronic file(s) and a copy of the test Cover Sheet or the Job Setup Parameter report (see pages 12-13). The BMA CERTIFICATION Department will alert the developer if additional hard copy documentation for an electronic file submission is necessary or required.

Note: The appended test files must be named as specified in the "Naming of Files" section of this technical guide, (see page 9).

If the developer is attempting Standard certification for a product, the test file is processed and all applicable hard copy facsimiles, reports, and documentation are sent to the NCSC (see "Required Hard Copy Output," page 12). The record's components are illustrated on Page 17.

Data Element Definitions: Header Record - Provided by Developer

FIELD 26 - YEAR, MONTH, AND DAY DEVELOPER PROCESSED FILE -This field contains the latest date that you processed the test with your software.

COBOL Picture: 9(08) — Year 9(04), Month 9(02), Day 9(02)
Possible Values: Numeric, right justified
Examples: 19970823 19971225 19980624
Comments: The format of this field will be a 4-digit year, followed by a 2-digit month, followed by a 2-digit day (i.e., YYYYMMDD).

FIELD 28 - ADVERTISING PERCENTAGE -This field contains the percentage of advertising in each piece. (**Periodicals only. For all other classes, leave blank.)**

COBOL Picture: 99v99
Possible Values: Numeric, right justified
Examples: 0650 1023 0000
Comments: The first two digits of this field represent whole percentage points, and the last two represent decimals of a percent. The field will contain the applicable value for the particular presort test scenario that you are processing. The advertising percentage is shown in the Parameter Box for that specific test file.

FIELD 30 - CONTAINER COMPRESSION FACTOR -The Container Compression Factor field contains a compression factor that may be used to override the computed number of pieces per container. If you use a compression factor of 1.07, then you will be permitted to "overfill" a container's volume up to 7 percent over the uncompressed volume. The lowest compression factor allowed is 1.00 (no compression) and the highest is 1.10 (10 percent compression).

COBOL Picture: 9v999
Possible Values: Numeric in the range of 1000 to 1100
Examples: 1000 1052 1077 1100
Comments: The first digit in this field is the integer of the compression factor, and the last three are the decimal portion of the value. The rules governing the minimum number of pieces that must be in a container do not apply to this field.

FIELD 32 - AMS II EPOCH USED TO PROCESS FILE -This field is used to show the epoch (or date) of the City State Product, Delivery Statistics Product, and Module L Labeling List files used to process this file, which allows us to grade your results using the same files used to process the test. In this manner, we can prevent false errors that could occur due to differences in files. The BMA Certification Department will provide a "Freeze" file posted with the test file sets at RIBBS with all applicable data to be used for the purpose of testing only. Only the date of the "Freeze" file data provided by BMA Certification will be accepted in this instance.

COBOL Picture: 9(04).
Possible Values: Numeric (0001–9912)
Examples: 9803 9912 0309
Comments: This field must be formatted YYMM, i.e., the first two digits must be the year and the second two must be the release month of the provided "Freeze" file that includes the City/State Product, Delivery Statistics Product, Module L Labeling List Files, and Module M CIN table. In the example above, 0309 represents September, 2003..

FIELD 34 - 5-DIGIT PACKAGE MINIMUM QTY – (Standard Mail Automation Flats Only) This field is used to reflect the minimum quantity used in the software for the creation of 5-digit and 5-digit scheme packages.

COBOL Picture: 99
Possible Values: Numeric (10 thru 17)
Examples: 12 15 16
Comments: This field is used for Standard Mail Automation Flats prepared under the provisions of DMM M820 or Standard Mail CoSacked Flats (with copackaging) under both M910 and M950. This is a mandatory field. Leave blank for mail prepared under any other DMM sortation references.

FIELD 36 - TRAY MINIMUM – This field reflects the tray volume percentage, expressed in decimals, used to establish the minimum volume of a "full" tray.

COBOL Picture: (9v999)
Possible Values: 0750 thru 1000
Examples: 0820 = 0.82 (82%); 0855 = 0.855 (85.5%); 1000 = 1.000 (100%)
Comments:

FIELD 40 - PRESORTED SEQUENCE NUMBER - This field consists of a simple sequence number that is applied to the field after it has been presorted. The BMA Certification Department will refer to these line numbers when discussing electronic grading results with developers. For the header record, this field should always reflect 0000000.

COBOL Picture: 9(07)
Possible Values: Numeric
Examples: 0027116 0001411
Comments:

BMA Certification Universal Name/Address Record

Field Sequence Number	Field Description	Logical Length	Relative From	Position Thru	Sample Data	
1	Sequence Number	7	1	7	000451	P,M,B
2	Firm or Resident	30	8	37	STAR FLEET ACADEMY	P,M,B
3	Delivery Address	30	38	67	PO BOX 2197	P,M,B
4	City Name	28	68	95	WORCESTER	P,M,B
5	State Code	2	96	97	MA	P,M,B
6	ZIP Code	5	98	102	01601	P,M,B
7	ZIP+4 Add On	4	103	106	1263	P,M,B
8	Delivery Point	2	107	108	97	P,M,B
9	Carrier Route	4	109	112	B001	P,B
10	eLOT Sequence Number	4	113	116	4376	P,B
11	eLOT Ascending/Descending	1	117	117	D	P,B
12	Walk Sequence Number	5	118	122	42885	P,B
13	Business/Residential Flag	1	123	123	B	P,B
14	Piece Entry State/County Number	5	124	128	MA022	P
15	Mail Classification	1	129	129	** Reserved for future use **	
16	Customer Code	1	130	130	A	M
17	Postage Payment Method	1	131	131	P	M
18	Amount of Affixed Postage (9999v999)	7	132	138	0001230	M
19	MailPiece Characteristic Code	1	139	139	B	M,B
20	Piece Weight (lbs) (99v9999)	6	140	145	006250	M,B
21	Piece Thickness (99v9999)	6	146	151	007500	M,B
22	Piece Length (999v9999)	7	152	158	0110000	M,B
23	Piece Height (99v9999)	6	159	164	084999	M,B
24	Barcode Verifier	1	165	165	A = On; B = Off	M
25	Filler	51	166	216		M,B
26	Piece Entry Point ZIP Code	5	217	221	01601	P,M,B
27	Pallet ID Answer	6	222	227	000001	P
28	Pallet Line 1 Label Answer	43	228	270	WORCESTER MA 016	P
29	Pallet Sortation Level	4	271	274	3DG	P
30	Pallet Destination Facility ZIP Code	5	275	279	05500	P
31	Container/Tray Group ID Answer	6	280	285	000001	P,M,B
32	Container/Tray Line 1 Label Answer	43	286	328	WORCESTER MA 01601	P,M,B
33	Container Type Answer	2	329	330	S	P,B
34	Container/Tray Sortation Level Answer	4	331	334	CR5	P,M,B
35	Container/Tray Destination Facility ZIP Code	5	335	339	01601	P,M,B
36	CIN Code	3	340	342	551	P,M,B
37	Tray Processing Code	2	343	344	07	P,M,B
38	CIN Verbiage	20	345	364	STD LTRS 5DG NON OCR	P,M,B
39	Group/Package Indicator	1	365	365	G	P,M,B
40	Group/Package ID Answer	6	366	371	000001	P,M,B
41	Group/Package Sortation Level Answer	4	372	375	5DG	P,M,B
42	Group/Package Destination Answer	9	376	384	01601C001	P,M,B

43	Rate Code Answer	7	385	391	PRESORT	P,M,B
44	Zone Answer	3	392	394	3	P
45	Destination Entry Answer	1	395	395	B	P
46	Mail Stream Split Indicator	2	396	397	AB	P,M,B
47	Optional Endorsement Line	30	398	427	5-DIGIT 01601	P,B
48	Keyline	30	428	457	02334 1 RA/DS 0.292	B
49	First Manifest Piece ID# of Batch	9	458	466	000345	B
50	Last Manifest Piece ID# of Batch	9	467	475	000380	B
51	Postage Payment Method	1	476	476	P	M
52	Qualifying Piece Postage (999v9999)	7	477	483	003400	M,B
53	Parcel Barcoded Discount	1	484	484	Y=Yes; N=No	P,B
54	Manifest Batch Postage (9999v999)	7	485	491	0023019	B
55	Presorted Sequence Number	7	492	498	0000255	P,M,B
56	Carriage Return/Line Feed	2	499	500		

Data Element Definitions: Name/Address Record – Provided by BMA Certification

Test Name/Address Record

The address records in BMA Certification test files contain elements applicable to one of two groups: 1) input elements comprising the actual test address records and 2) product-supplied answer elements (if attempting Gold certification). Each test address record may or may not include all the address elements necessary to qualify for the particular presort category for which the product is being tested. The test file must not be processed through any address-matching process prior to presort processing because doing so will skew the final results. For address records that do not contain all the necessary address elements to qualify for a particular presort category, either fill the answer fields as indicated in the field descriptions shown below or process the pieces for another presort category for which they do qualify.

Fields 1–23 contain input elements. If the developer is attempting Gold certification for a product, the developer-supplied fields are populated before the test file is returned to the NCSC. No hard copy is returned until requested by the BMA Certification Department.

Note: This file should be returned to the NCSC in the order in which the software presorted it, with the header record as the first record.

If the developer is attempting Standard certification for a product, the developer processes the test file and sends all applicable hard copy facsimiles, reports, and documentation to the NCSC (see “Required Hard Copy Output,” page 12).

FIELD 1 - SEQUENCE NUMBER - Each address record has a 7-digit sequence number assigned by the BMA Certification system and used for identifying specific test records.

COBOL Picture: 9(07)
Possible Values: Numeric, right-justified, zero-filled
Example: 0026897 1364787 0000954
Comments:

FIELD 2 - FIRM OR RESIDENT - The Firm or Resident field contains fictitious names of individuals, companies, shopping centers, etc.

COBOL Picture: X(30)
Possible Values: Alphanumeric, left-justified
Example: ABC Firm John Doe
Comments:

FIELD 3 - DELIVERY ADDRESS - The Delivery Address field contains fictitious street names, post office numbers, etc.

COBOL Picture: X(30)
Possible Values: Alphanumeric, left-justified
Example: ABC Firm John Doe
Comments:

FIELD 4 - CITY NAME - The City Name field provides the name of the city, town, place, or other name by which the 5-digit ZIP Code associated with the test address is officially known.

COBOL Picture: X(28)
Possible Values: Alphanumeric, left-justified
Examples: TUSCUMBIA ROSWELL LEAVENWORTH
Comments:

FIELD 5 - STATE CODE - The State Code field is the standard state or US territory abbreviation found in the following publications: *ZIP+4 Technical Guid*e; Publication 28, *Postal Addressing Standard*s; and the appendix of Publication 65, *National ZIP+4 Code and Post Office Directory*.

COBOL Picture: X(02)
Possible Values: Alphabetic
Examples: AL NM KS
Comments:

FIELD 6 - ZIP CODE - Each record has a 5-digit ZIP Code that represents an area within a state, an area that crosses state boundaries (unusual condition), a single building, or a company that has a very high mail volume. The 5-digit ZIP Code is assigned by City State Product. ZIP is an acronym for Zone Improvement Plan.

COBOL Picture: 9(05)
Possible Values: Numeric, right-justified
Examples: 38188 20268 92045
Comments:

FIELD 7 - ZIP+4 ADD-ON - Most, but not all, test records will be supplied a fictitious 4-digit add-on code assigned to the address.

COBOL Picture: X(04)
Possible Values: Numeric or spaces
Examples: 38188-**0001** 20268-**9998** 92045-**6217**
Comments: This field is provided by the testing system. However, under certain presort scenarios this field may be left blank for certain address records. This allows various records to have only a 5-digit ZIP Code, while others have a 5-digit ZIP Code with a ZIP+4 add-on. As a result, those address records having complete 5-digit ZIP Codes with

an add-on are considered capable of producing delivery point barcodes; however, records containing only numeric 5-digit ZIP Codes cannot produce barcodes.

FIELD 8 - DELIVERY POINT -The Delivery Point field contains the delivery point from the fictitious street address.

COBOL Picture: 9(02)
Possible Values: Numeric
Examples: 66 21 78
Comments:

FIELD 9 - CARRIER ROUTE - Various records may have an actual 4-digit carrier route identification number associated with the input ZIP Code and assigned by the testing system from Delivery Statistics Product. Do not perform address matching on any test.

COBOL Picture: X(04)
Possible Values: Alphanumeric or spaces
Examples: B001 H002 C003 R004
Comments:

FIELD 10 - ELOT SEQUENCE NUMBER - The enhanced line of travel (ELOT) number indicates the order in which each add-on code is delivered within a carrier route.

COBOL Picture: X(04)
Possible Values: Numeric or spaces
Examples: 0001 0002 0003
Comments: This field is provided by the testing system and under most presort scenarios is left blank. However, in many of the Carrier Route test scenarios, the ELOT sequence number and the ELOT ascending/descending code will be given.

FIELD 11 - ELOT ASCENDING/DESCENDING - The enhanced line of travel (ELOT) ascending/descending code for an add-on code indicates whether delivery is made to each delivery point in ascending or descending order. The ELOT number indicates the order of delivery for each add-on code within a carrier route.

COBOL Picture: X(01)
Possible Values: Alphabetic or spaces
Examples: A D
Comments: This field is provided by the testing system and under most presort scenarios is left blank. However, under Carrier Route test scenarios, the ELOT sequence number along with the ELOT ascending/descending code will be given.

FIELD 12 - WALK SEQUENCE NUMBER - The walk sequence number indicates the sequential order in which each delivery is made within a carrier route.

COBOL Picture: X(05)
Possible Values: Alphanumeric
Examples: 00001 00125 00568
Comments: This field is provided by the testing system and under most presort scenarios is left blank. However, in many of the Carrier Route test scenarios, the walk sequence number will be given. For these tests, sufficient address records will be given to various carrier routes that will qualify for either the ECR Basic, ECR High-Density, or the Walk Saturation rate. It is up to your presort software to determine which addresses qualify for these rates based on the address elements given.

FIELD 13 - BUSINESS/RESIDENTIAL FLAG CODE -This field contains a business or residential flag code for Standard Mail Enhanced Carrier Route mailings. Use of this code will enable you to accrue residential and business piece totals within a carrier route.

COBOL Picture: X(01)
Possible Values: B, R, or spaces
Comments: This information shown in this field is provided by the testing system and under most presort scenarios is left blank. However, under the Standard Mail Enhanced Carrier Route test scenarios, this flag will be set.

FIELD 14 - PIECE ENTRY STATE/COUNTY NUMBER – This field contains the state abbreviation and county number in which the entry post office is located.

COBOL Picture: X(05)
Sample Values: TN015 TX022 FL018
Comments: This field is provided by the testing system and should be populated for each name/address entry in the mailing. For test files requiring the use of multiple entry points, this field will reflect the single state code and county number of the facility where the mailing was initially presented for verification and acceptance

FIELD 15 - MAIL CLASSIFICATION – Reserved for Future Use

COBOL Picture:
Possible Values:
Comments:

FIELD 16 - CUSTOMER CODE – For a multi-mailer environment, this field provides an identifying code that is distinct for each individual mailer reflected in the test file parameter box

COBOL Picture: X(01)
Sample Values: A B C (etc)
Comments: This field is populated by the testing system and is provided specifically for use by the **MLOCR developers only.**

FIELD 17 - POSTAGE PAYMENT METHOD – This field contains the single byte code identifying the postage payment method utilized for the mail piece.

COBOL Picture: X(01)
Possible Values:

Method	Code
Meter Strips	M
Permit Imprint	P
Precanceled Stamps	S

Comments: This field is populated by the testing system and is provided specifically for use by the **MLOCR developers only.**

FIELD 18 - AMOUNT OF AFFIXED POSTAGE – When applicable, this field will reflect the total amount of postage affixed to each individual mailpiece.

COBOL Picture: (9999v999)
Sample Values: 0008455 0016240
Comments: This field is for use by the **MLOCR developers only.** This amount is populated by the testing system based on guidelines reflected in DMM P013.1.5. For presorted First-Class Mail, other than single piece mailings the amount affixed may be either the full postage amount for each mail piece or the lowest rate claimed in the mailing. For presorted Standard mail, this amount may be the correct postage amount for the mail piece, the minimum per piece charge, or the lowest rate claimed in the mailing.

FIELD 19 - MAILPIECE CHARACTERISTIC CODE – For mailings consisting of various size mail pieces that differ only in piece weight and/or thickness, this code is utilized to identify the various pieces that make up the test file scenario.

COBOL Picture: X(01)
Possible Values: A B C
Comments: This code is not utilized if the test file is for identical-size pieces only. For non-identical pieces, the characteristics of each individual mail piece type are reflected in the table shown:

MAC BATCH – MAILER ID/MAILPIECE CHARACTERISTIC CODES

MAILID	PROCESSING CATEGORY	THICKNESS	WEIGHT	LENGTH	HEIGHT
A	L	0.0750	0.0325	9.5000	4.5000
B	L	0.0810	0.0750	9.5000	4.5000
C	L	0.0952	0.1550	9.5000	4.5000
D	L	0.0440	0.2000	9.5000	4.5000
E	L	0.1200	0.1395	9.5000	4.5000
F	L	0.0130	0.0732	9.5000	4.5000
G	F	0.0780	0.3999	10.6500	7.9500
H	F	0.0750	0.4825	10.6500	8.5000
I	F	0.0650	0.5250	10.6500	5.5000
J	F	0.0810	0.5925	10.6500	5.0000
K	F	0.0810	0.6425	10.6500	5.7500
L	F	0.0930	0.1564	10.6500	6.2500

MLOCR – MAILER'S ID/MAILPIECE CHARACTERISTIC CODES

Mailers ID	MPC	PPM	Pc Length	Pc Height	Pc Thickness	Pc Wt - lb	Pc Wt - oz	Postage	Remarks
A	A	M	8.123	5.609	0.0722	0.1422	2.2752	0.278	5B Metered Ltr
A	G	P	6.545	3.595	0.2124	0.1184	1.8944	0	Permit Imp - 2 oz Ltr
B	B	M	6.245	4.187	0.0846	0.1026	1.6416	0.292	3B Metered Ltr
C	C	M	6.867	4.165	0.0448	0.1178	1.8848	0.301	AB Metered Ltr
D	D	M	9.289	5.432	0.1371	0.0921	1.4736	0.309	MB Metered Ltr
E	E	M	8.301	4.419	0.1033	0.1683	2.6928	0.352	Presort Metered Ltr
F	F	P	11.23	4.787	0.1215	0.0615	0.984	0	Permit Imp - 1 oz Ltr
G	H	P	8.367	4.143	0.1787	0.1827	2.9232	0	Permit Imp - 3 oz Ltr
H	I	S	7.489	5.219	0.1449	0.0569	0.9104	0.25	Precanceled Letter
I	J	S	5.101	3.687	0.0121	0.0311	0.4976	0.15	Precanceled Card
J	Z	M	14.125	5.166	0.1123	0.1063	1.7008	0.302	5B Metered Flat
K	Y	P	9.755	10.878	0.3725	0.0612	0.9792	0	Permit Imp - 1 oz Flat
L	X	P	8.875	11.361	0.0847	0.0647	1.024	0	Permit Imp - 2 oz Flat
M	W	P	7.625	10.425	0.0969	0.1749	2.7984	0	Permit Imp - 3 oz Flat
N	V	P	6.375	9.875	0.2082	0.2012	3.2192	0	Permit Imp - 4 oz Flat

FIELD 20 - PIECE WEIGHT – ***(MLOCR and MAC Batch Developers Only)*** The Piece Weight field contains the weight of each piece in pounds.

COBOL Picture: 99v9999
Possible Values: Numeric, right-justified, with leading zeroes
Examples: 000420 001520
Comments: The first two numbers in this field represent whole pounds; the last four represent decimals of a pound. This field will contain the applicable value for the particular presort test scenario you are processing.

FIELD 21 - PIECE THICKNESS - *(MLOCR and MAC Batch Developers Only*) The Piece Thickness field contains the thickness of each piece in inches.

COBOL Picture: 99v9999
Possible Values: Numeric, right-justified
Examples: 00062 00012
Comments: The first two numbers represent whole inches, while the last four represent decimals of an inch. This field will contain the applicable value for the particular presort test scenario you are processing.

FIELD 22 - PIECE LENGTH - ***(MLOCR and MAC Batch Developers Only)*** The Piece Length field contains the length of each piece in inches.

COBOL Picture: 999v9999
Value: Numeric, right justified
Examples: 0044062 0105123 0068254
Comments: The first three numbers in this field represent whole inches; the last four represent decimals of an inch. This field will contain the applicable value for the specific presort scenario you are processing.

FIELD 23 - PIECE HEIGHT - *(MLOCR and MAC Batch Developers Only)* The Piece Height field contains the height of each piece in inches.

COBOL Picture: (99v9999)
Value: Numeric, right-justified
Examples: 061250 110218
Comments: The first two numbers in this field represent whole inches and the last four represent decimals of an inch. This field will contain the applicable value for the specific presort test scenario being processed.

FIELD 24 – **BARCODE VERIFIER STATUS –** The code provided will indicated whether the standard barcode verifier was turned on or off for each individual mail piece in accordance with the definitions shown in the table provided:

COBOL Picture: X(01)
Values: A or B
Comments:

Verifier Code	Definition
A	Standard Verifier is On
B	Standard Verifier is Off

FIELD 26 – PIECE ENTRY ZIP CODE – The Piece Entry Point ZIP Code field must contain the destination entry ZIP Code for multiple-entry mailings. It will be filled with spaces for single-entry mailings, but must contain the ZIP Code of the destination entry for this piece in multiple mailings.

COBOL Picture: X(05)
Values: Numbers or spaces
Examples: 44104 94116
Comments: If the address record is excluded from the presort scenario due to incomplete address elements required to qualify, then this field should be left blank.

FIELD 27 – PALLET ID ANSWER – The Pallet ID Answer field must contain the ID number of the pallet assigned to the address record.

COBOL Picture: 9(06)
Values: Numeric, right-justified, zero-filled
Examples: 000332 000054
Comments: If the address record is excluded from the presort scenario due to incomplete address elements, or is not part of the palletized portion of a mailing, then this field should be filled with zeroes. Otherwise, this field must contain a pallet ID number if the record is part of a palletized mailing. In addition, each pallet number must be unique, e.g., there cannot be more than one pallet number 12 in the mailing.

FIELD 28 – PALLET LINE 1 LABEL ANSWER – The first line of a pallet label must contain several elements, including a destination facility code prefix (if applicable), city, state, ZIP Code from the appropriate DMM Module L Labeling List.

COBOL Picture: X(43)
Possible Values: Alphanumeric, left-justified
Examples: TRENTON NJ 085 SCF PORTLAND OR 970
BMC PHILA PA 19205
Comments: This is a test of content rather than form. The spacing between the elements in this field will be ignored and only the contents of the various elements that comprise the field will be checked. If the address record is excluded from the presort scenario due to incomplete address elements required to qualify, or is not part of the palletized portion of a mailing, then this field should be left blank.

FIELD 29 – PALLET SORTATION LEVEL – The Pallet Sortation Level Answer field must contain the designation of the actual sortation level of the container assigned to the address record.

COBOL Picture: X(04)
Possible Values: Alphanumeric or spaces, left-justified
Examples: 3DGS MADC SCF

Comments: If the address record is excluded from the presort scenario due to incomplete address elements, or is not part of the palletized portion of a mailing, then this field should be left blank. Otherwise, the appropriate sortation level from the following table must be assigned to this field.

FIELD 30 – PALLET DESTINATION FACILITY ZIP CODE – This field must contain the 3- or 5-digit ZIP Code destination for the pallet from the appropriate DMM Module L Labeling List or mailpiece address depending upon the sortation level assigned.

COBOL Picture: X(05)
Possible Values: Alphanumeric, left-justified
Examples: 94117 381 442
Comments: If the address record is excluded from the presort scenario due to incomplete address elements, then this field should be left blank.

FIELD 31 - CONTAINER/TRAY GROUP ID - The Container ID answer must contain the ID number of the container assigned to the address record.

COBOL Picture: 9(06)
Possible Values: Numeric, right-justified w/leading zeroes
Examples: 000333 000001 223154
Comments: If the address record is excluded from the presort scenario due to incomplete address elements, this field should be left blank. Otherwise, this field must contain a container ID number if the record is part of a palletized mailing. In addition, each container number must be unique, e.g., there cannot be more than one container number 12 in the mailing.

FIELD 32- CONTAINER LINE 1 LABEL ANSWER - The first line of a container label is comprised of several elements, including a destination facility code prefix (if applicable), city, state, ZIP Code, and descender from the appropriate DMM Module L Labeling List.

COBOL Picture: X(43)
Possible Values: Alphanumeric, left-justified
Examples: AADC SACRAMENTO CA 956
TRENTON NJ 085
SCF PORTLAND OR 970
Comments: This is a test of content rather than form. The spacing between the elements in this field will be ignored, and only the contents of the various elements that comprise the field will be checked. If the address record is excluded from the presort scenario due to incomplete address elements, then this field should be left blank.

FIELD 33 - CONTAINER TYPE - The Container Type answer field must contain the designation of the type of container assigned to the address record.

COBOL Picture: X(02)

Possible Values: Alphanumeric or spaces
Examples: 1 2 S T P E R
Comments: If the address record is excluded from the presort scenario due to incomplete address elements, this field should be left blank. Otherwise, it must contain the appropriate code from the table below.

Container Type	Code
One Foot MM Tray	1
Two Foot MM Tray	2
Sacks (Standard Mail and Periodicals flats)	S
Flat Tray (First-Class Mail)	T
Pallets (Standard Mail and Periodicals flats)	P
EMM Tray	E
10lb sack for parcels	***R***

FIELD 34 - CONTAINER SORTATION LEVEL ANSWER - This field must contain the designation of the actual sortation level of the container assigned to the address record.

COBOL Picture: X(04)
Possible Values: Alphanumeric or spaces, left-justified
Examples: CRD 3DGS MADC SCF
Comments: If the address record is excluded from the presort scenario due to incomplete address elements, this field should be left blank. Otherwise, the appropriate sortation level from the following table must be assigned to this field.

Sortation Level	Code	Sortation Level	Code
Carrier Route–Direct	CRD	3-digit	3DG
5-digit Carrier Routes	CR5	3-digit Schemes (barcoded letters)	3DGS
5-digit scheme Carrier Routes	CR5S	ADC	ADC
5-digit	5DG	AADC	AADC
5-digit Scheme	5DGS	Mixed ADC	MADC
Merged 5-digit	M5D	Mixed AADC	MAAD
Merged 5-digit Scheme	M5DS	SCF (Periodical sacks)	SCF
3-digit Carrier Routes	CR3		

FIELD 35 - CONTAINER DESTINATION FACILITY ZIP CODE - This field must contain the 3- or 5-digit ZIP Code destination for this container from the appropriate DMM Module L Labeling List or mailpiece address depending upon the sortation level assigned.

COBOL Picture: X(05)
Possible Values: Alphanumeric, left-justified
Examples: 94117 381 441
Comments: If the address record is excluded from the presort scenario due to incomplete address elements, then this field should be left blank.

FIELD 36 - 3-DIGIT CONTENT IDENTIFIER NUMBER (CIN CODE) – This field must contain the appropriate CIN code derived from Exhibit 1.3a in DMM, M032.1.3.

COBOL Picture: 9(03)
Possible Values: Numeric
Examples: 487 252 489
Comments: If the address record is excluded from the presort scenario due to incomplete address elements, then this field should be left blank.

FIELD 37 - TRAY PROCESSING CODE –This field must contain the tray processing code for all trayed mail including letters in MM or EMM trays and First-Class flats in flat trays. See DMM, M032.2.4.b for information on the processing code.

COBOL Picture: 9(02)
Possible Values: Numeric
Examples: 01 07
Comments: If the address record is excluded from the presort scenario due to incomplete address elements or is not a trayed mailing, then this field should be left blank.

FIELD 38 - CIN VERBIAGE - This field must contain the appropriate verbiage from the Content Identifier Numbers Table in DMM, M032.1.3, Exhibit 1.3a, plus any required suffixes for the CIN used.

COBOL Picture: X(20)
Possible Values: Alphanumeric
Examples: STD LTRS 5D UPGR PER IRREG WSS FCM LTRS BC SCHEME A
Comments: If the address record is excluded from the presort scenario due to incomplete address elements, then this field should be left blank.

FIELD 39 - GROUP/PACKAGE INDICATOR – This field will show a single byte indicator that will reflect the basic unit used in mail preparation.

COBOL Picture: X(01)
Possible Values: G – Group based; P – Package based
Example: G P
Comments: MAC-BATCH and PAVE developers should reflect whether the mailing has been prepared as a “grouped” or “packaged” mailing. Normally, this determination will be based on whether the mailing was prepared under package-based (P) or tray-based (G) sortation rules.

In the case of Carrier Route trays within an Automation Letter sortation, pieces full, direct Carrier Route trays would be identified as “grouped” while pieces in less-than-full 5-digit and all 3-digit Carrier Route trays would be reported as being packaged. (M0810.2.1)

MLOCR developers should use “G” for each reported tray-group.

FIELD 40 – GROUP/PACKAGE ID ANSWER - This field must contain the group or package ID number assigned to the address record.

COBOL Picture: 9(06)
Possible Values: Numeric, right justified
Examples: 00006 00033 00953
Comments:. An ID should always be included in this field. If the address record is excluded from the presort scenario due to incomplete address elements, then this field should be left blank

FIELD 41 – GROUP/PACKAGE SORTATION LEVEL - This field must contain the appropriate sortation level designator assigned to the address record.
COBOL Picture: X(04)
Possible Values: Alphanumeric or spaces, left-justified
Examples: CRD 5DG FIRM
Comments: If the address record is excluded from the presort scenario due to incomplete address elements, then this field should be left blank. Otherwise, the appropriate sortation level from the following table must be assigned to this field.

Package Sortation Level	Code
Firm	FIRM
Carrier Route	CRD
5-digit Scheme	5DGS
5-digit	5DG
3-digit	3DG
ADC	ADC
AADC	AADC
Mixed ADC	MADC

FIELD 42 – GROUP/PACKAGE DESTINATION ANSWER - This field must contain the 3- or 5-digit ZIP Code or carrier route destination from the appropriate DMM Module L Labeling List or mail piece address, depending upon the sortation level assigned.

COBOL Picture: X(09)
Possible Values: Alphanumeric or spaces, left-justified
Examples: 94116 381 44110C002
Comments: If the address record is excluded from the presort scenario due to incomplete address elements, then this field should be left blank. For carrier route packages, the destination must reflect 5-digit ZIP Code, followed by the 4-digit carrier route designator (i.e. C001). For all 5dg, 3dg, ADC, AADC, MADC, or MAAD packages, report numeric only (i.e. ADC246 destination would be reported as 246 not A246)

FIELD 43 - RATE CODE ANSWER - The Rate Code answer field must contain the postage rate code assigned to the address record.

COBOL Picture: X(07)
Possible Values: Alphanumeric or spaces, left-justified
Examples: 5B 3B 3/5
Comments: Place the correct postage rate code provided by their presort software for the test address record for which it qualifies in the Rate Code Answer field. Use the following table, which is based on DMM P012, to assign the correct rate code to the address record.

Rate Level Abbreviations

Rate Association	**Code**
Automation Carrier Route (First Class letters/cards) and Carrier Route Basic Automation (Standard Mail letters)	CB
5-digit (First Class letters/cards and flats, Periodicals letters and flats and Standard Mail letters) Automation	5B
3-digit (First Class letters/cards and flats, Periodicals letters and flats and Standard Mail letters) Automation	3B
3/5 (Standard Mail flats) Automation	3/5B
Basic Flats	BB
AADC (First class mail letters/cards, standard mail letters) ADC(First class mail flats) Automation	AB
Mixed AADC (First class mail letters/cards, standard mail letters) Mixed ADC (First class mail flats) Automation	MB
Presorted (First-Class letters/cards, flats, and parcels)	Presort
5-Digit (Periodicals letters, flats, and parcels) Presorted	5D
3-Digit (Periodicals letters, flats, and parcels) Presorted	3D
3/5 (Standard Mail letters, flats, and parcels) Presorted	3/5
Basic (letters/cards and flats) Presorted	BS
Saturation Carrier Route	WS
High Density Carrier Route	HD
Basic Carrier Route	CR
Single Piece Non-Presorted	SP

FIELD 44 - ZONE ANSWER - The Zone answer field, which is based on DMM P012, must contain the zone assigned to the address records for all periodicals mailings.

COBOL Picture: X(03)
Possible Values: Alphanumeric or space, left justified
Examples: 1 2 DDU 8

Comments: If the address record is excluded from the presort scenario due to incomplete address elements, then this field should be left blank. Use the following table to assign the correct rate code to the address record.

Zone Abbreviation	Rate Equivalent
ICD	In-County, DDU
IC	In-County, others
DDU	Outside-County, DDU
SCF	Outside-County, DSCF
ADC	Outside-County, DADC
1-2 or 1/2	Zones 1 and 2
3, 4, 5, 6, 7, or 8 (as applicable)	Zones 3–8 (as applicable)
M	Mixed Zones

FIELD 45 - DESTINATION ENTRY ANSWER - The Destination Entry answer field must contain the correct designator of the destination entry discount assigned to the address record (Standard Mail and Periodicals only).

COBOL Picture: X(01)
Possible Values: Alpha or space
Examples: D S B A Space
Comments: If the address record qualifies for one of the destination entry discounts, this field should contain one of the designators in the following table. Otherwise, if the address falls outside of the destination entry area or is excluded from the presort scenario due to incomplete address elements, then this field should be left blank.

Destination Entry	Code
Destination Entry Unit	D
Destination SCF	S
Destination BMC	B
Destination ADC	A
None	space

FIELD 46 - MAIL STREAM SPLIT INDICATOR - This field must contain a designator assigned to the address record that represents the mailstream/presort category in which the mailpiece is placed. If multiple mail streams are used for the mailings, use a different alpha designator for each of the mail streams.

COBOL Picture: X(02)
Possible Values: Alpha
Examples: AA AB AC
Comments: Some of the test scenarios are designed so that various address records will only qualify for a particular presort, while other records within the file may qualify and be sorted to another, “finer” presort. If your presort product has the ability to optimize an address file by splitting it into several presorts to qualify for the overall lowest possible postage, use this field to designate the mailstream/presort category in which the address

record is included. Use 'SP' for those records that do not qualify for any presort rate and that will be mailed at single-piece rate. Use 'XX' if the record will not be mailed at either presorted or single-piece rate.

MAILSTREAM SPLIT INDICATOR CODES

Code	DMM Reference	Class
AA	M810.2.0	First-Class Auto Letters/Cards
AB	M130.3.0	First-Class Presorted Letters/Cards
AC	M130.2.0	First-Class Presorted Machinable Letters/Cards
AD	M820.2.0	First-Class Auto Flats – Package Based Option
AE	M130.4.0	First-Class Presorted Flats
AF	M130.5.0	First-Class Presorted Parcels
AG	M810.2.0	Standard Mail Auto Letters/Cards
AH	M610.3.0	Standard Mail Presorted Letters/Cards
AI	M610.2.0	Standard Mail Presorted Machinable Letters/Cards
AJ	M820.5.0	Standard Mail Auto Flats
AK	M610.4.0	Standard Mail Presorted Flats
AL	M620.3.0	Standard Mail Presorted Enhanced Carrier Route Letters
AM	M620.4.0	Standard Mail Presorted Enhanced Carrier Route Flats
AN	M610.4.0	Standard Mail Irregular Parcels
AO	M045.3.2	Palletization for Standard Mail Flats
AP	M810.3.0	Periodicals Auto Letters
AQ	M210.3.0	Periodicals Presorted Letters
AQ	M220.3.0	Periodicals Carrier Route Letters
AR	M820.4.0	Periodicals Auto Flats
AS	M210.4.0	Periodicals Presorted Flats
AS	M220.4.0	Periodicals Carrier Route Flats
AT	M045.3.1	Palletization for Periodicals Non-Letters
AU	M045.4.0	Standard Mail – SCF Package Reallocation
AV	M045.4.0	Periodicals - SCF Package Reallocation
AW	M910.1.0	First-Class Co-containerized Flats
AX	M920.2.4	Standard Mail Merged Flats - Sacks
AY	M810.2.0	Standard Mail Auto Enhanced Carrier Route
AZ	M045.5.0	Standard Mail Pallets – ASF/BMC Package Reallocation
BA	M920.2.5	Standard Mail Merged Pallets
BB	M930.2.0	Standard Mail Merged Pallets w/5% Threshold
BB	M940.2.0	Standard Mail Merged Pallets w/5% Threshold with City/State
BC	M920.1.5	Periodicals Merged Pallets
BD	M930.1.0	Periodicals Merged Pallets w/5% Threshold
BD	M940.1.0	Periodicals Merged Pallets w/5% Threshold with City/State
BE	M910.3.0	Standard Mail Co-containerized Flats
BF	M920.1.4	Periodicals Merged flats – Sacks

BG	M910.2.0	Periodicals Co-containerized Flats
BH	M820.3.0	First-Class Auto Flats – Tray Based Option
BI	M810.2.0	First Class Automation Letters for MLOCR
BJ	M820.3.0	First Class Automation Flats for MLOCR (Tray Based)
SP		Pieces Processed at Single-Piece Rates
XX		Pieces Not Processed

FIELD 47 – OPTIONAL ENDORSEMENT LINE -This field will reflect the Optional Endorsement Line (OEL), if produced.

COBOL Picture: X(30)
Possible Values: Alphanumeric or spaces, left-justified.
Example: CAR-RT SORT**C-001
Comments: If the address record is excluded from the presort scenario due to incomplete address elements or if you are not producing Optional Endorsement Lines (OELs), this field should be left blank. If you are producing OELs, you must adhere to the appropriate standards contained in DMM M013. *Ignore leading asterisks and left-justify the text for this field.*

FIELD 48 – KEYLINE - This field will reflect the mail piece keyline information if a keyline is produced (**MAC Batch Developers only**).

COBOL Picture: X(30)
Possible Values: Alphanumeric or spaces, left-justified.
Example: 02334 1 RA/DS 0.222
Comments: If the address record is excluded from the presort scenario due to incomplete address elements or if you are not producing keylines, this field should be left blank. If you are producing a batch manifest mailing, keylines are required and you must adhere to the appropriate standards contained in Pub 401. The four elements of a keyline are:

Consecutive ID Number
Weight (in ounces)
Rate Category
Postage Paid

Mailpieces that qualify for more than one discount must show each rate category abbreviation separated by a slash in the keyline as shown in the example above.

Manifest Rate Category Codes – First-Class Mail

Rate Category	Code
Automation Carrier Route (Letters Only)	AC
Automation 5-Digit	AV
Automation 3-Digit	AT
Automation AADC Letters and Automation ADC Flats	AB
Automation Mixed AADC Letters and Automation Mixed ADC Flats	MB

Presorted	FP
Single-Piece Rate	SP

Manifest Rate Category Codes – Standard Mail

Rate Category	Code
Automation 5-Digit (Letters only)	AV
Automation 3-Digit (Letters only)	AT
Automation AADC (Letters only)	AB
Automation Mixed AADC (Letters only)	MB
Automation 3/5 (Flats only)	AF
Automation Basic (Flats only)	BB
3/5	RA
Basic	BS
Enhanced Carrier Route Automation Basic (Letters only)	EA
Enhanced Carrier Route Basic	EB
Enhanced Carrier Route High Density	EH
Enhanced Carrier Route Saturation	ES
Destination Bulk Mail Center (DBMC)	DB
Destination Sectional Center Facility (DSCF)	DS
Destination Delivery Unit	DD

FIELD 49 – FIRST MANIFEST PIECE ID# OF BATCH (MAC Batch Developers only)

COBOL Picture: 9(09)
Format: Numeric, right-justified, zero-filled
Example: 228 1882
Comments: Identifies the first piece number of the batch containing this specific name/address record. This number can be less or equal in value to the number entered in Field 47 but should not be greater than the value in Field 47.

FIELD 50 - LAST MANIFEST PIECE ID# OF BATCH (MAC Batch Developers only)

COBOL Picture: 9(09)
Format: Numeric, right-justified, zero-filled
Example: 654 8912
Comments: Identifies the last piece number of the batch containing this specific name/address record. This number can be equal to or greater than the value reflected in Field 47 but should not be less than the value in Field 47.

FIELD 51 – POSTAGE PAYMENT METHOD - This field contains the single byte code identifying the postage payment method utilized for the mail piece (**MAC Batch Developers only**).

COBOL Picture: X(01)

Possible Values:

Method	Code
Meter Strips	M
Permit Imprint	P
Precanceled Stamps	S

FIELD 52 – QUALIFYING PIECE POSTAGE (999v9999)

COBOL Picture: 9(07)
Format: Numeric
Example: 0002750 0007100
Comments: This reflects the net postage paid for each individual piece. If a keyline is used, this amount should be equal to the amount reflected in the keyline shown in field 45.

FIELD 53 - PARCEL BARCODED DISCOUNT

COBOL Picture: X(01)
Possible Values: Y – Yes; N - No
Example:
Comments: This is a single byte field that will state whether or not the barcoded discount was applied to each specific name/address record.

FIELD 54 – MANIFEST BATCH POSTAGE (MAC Batch Developers only)

COBOL Picture: 9999v999
Possible Values:
Example: 2318018 0126827
Comments: For batch manifest mailings, this field shows the total postage for all pieces within each separate batch. The first four numbers in this field represent whole dollars and the last three represent decimals of a dollar. The entry should be the same for each record that reflects the same batch number in Field 38.

FIELD 55 - PRESORTED SEQUENCE NUMBER - This field contains a sequential number that must be applied after the file has been presorted.

COBOL Picture: 9(07)
Possible Values: Numeric, right-justified, padded with zeroes.
Example: 0002234 0012378
Comments: This number should begin with 0000000 in the header record and continue increasing by one until the end of the file is reached.

Mailer's Name and Address
Mailer's R Us
123 Main St
Memphis TN 38115

Post Office of Mailing: Naples, NY 14512
Entry Facility (PVDS): SCF Rochester, NY 14401
Permit Number: 99999
Software Name and Version #: ShippersSuite 3.01.01

Date of Manifest: 09/09/03
Class of Mail: First-Class
Processing Cat.: FCM LTRS M810.2
Manifest Sequence #: 45671

Tray[3] #	Tray Size	Tray Level	Tray ZIP	Group Dest.	Piece Id#	Rates CB	5B	3B	AB	MB	Batch Postage	Cum. Postage
1	1	CRD	74102	B050	001-176	175					65.000	65.000
2	1	CR5	74102	B050	177-327	150					41.250	106.250
3	1	CR3	752	75221C080	328-343	15					12.510	118.760
				75223R009	344-364	20					13.680	132.440
				75223B090	365-395	30					18.170	150.610
4	2	5DGS	40241	40241	396-481		85				43.667	194.277
				40242	482-572		90				45.270	239.547
				40252	573-651		78				39.234	278.781
5	2	5DGS	61013	61013	652-762		110				55.330	334.111
				61043	763-895		132				66.396	400.507
6	2	5DGS	76086	76086	896-991		95				25.498	426.005
				76087	992-1090		98				27.244	453.249
				76088	1091-1241		150				41.700	494.949
7	2	5DG	11365		1242-1442		200				55.600	550.549
8	1	5DG	11365		1443-1481		38				10.564	561.113
9	1	5DG	50422		1482-1636		154				42.812	603.925
10	2	5DG	87113		1637-1852		215				59.770	663.695
11	2	5DG	82033		1853-2148		295				184.260	847.955
12	1	5DG	82033		2149-2254		105				90.545	938.500
13	1	3DGS	020	020	2255-2333			78			55.272	993.772
				023	2334-2410			76			64.526	1,058.298
14	1	3DGS	450	450	2411-2563			152			44.384	1,102.682
				451	2564-2619			55			16.060	1,118.742
15	2	3DGS	840	840	2620-2641			21			6.132	1,124.874
				841	2642-2683			41			11.972	1,136.846
				843	2684-2800			116			33.872	1,170.718
16	2	3DG	117	117	2801-3026			225			111.835	1,282.553
17	1	3DG	144	144	3027-3167				140		42.140	1,324.693
18	2	3DG	558	558	3168-3404			236			95.600	1,420.293
19	1	3DG	802	802	3405-3557			152			78.584	1,498.877
20	1	AADC	197	197	3558-3634				76		22.876	1,521.753
				198	3635-3710				75		22.575	1,544.328
				199	3711-3725				14		4.214	1,548.542
21	1	AADC	480	480	3726-3770				44		13.244	1,561.786
				483	3771-3830				59		35.101	1,596.887
												Page 2
				484	3831-3865				34		19.667	1,616.554
				485	3866-3904				38		26.980	1,643.534
22	1	AADC	550	550	3905-3981				76		53.776	1,697.310
				551	3982-4057				75		45.000	1,742.310

				556	4058-4072				14		7.364	1,749.674
23	1	AADC	770	770	4073-4107				34		17.884	1,767.558
				771	4108-4180				72		37.872	1,805.430
				772	4181-4237				56		29.402	1,834.832
24	1	MAAD	144	A173	4238-4263					25	9.433	1,844.265
												Page 2
				Totals		**390**	**1845**	**1152**	**807**	**25**	**1,844.265**	**1,844.265**

Rate Summary	**Pieces**		**Postage**
A1 Automation Carrier Route (CB)	390		150.610
A2 Automation 5-Digit (5B)	1845		787.890
A3 Automation 3-Digit (3B)	1152		509.227
A4 Automation ADC (AB)	807		387.095
A5 Automation Mixed ADC (MB)	25		9.443
TOTAL Automation	**4219**	**Total Postage Part A**	**$1,844.265**

Footnotes:

1. See Chapter 6, *Publication 401* for floating batch size limitations.
2. *Domestic Mail Manual* (DMM) reference for preparation method used is required.
3. The reporting of tray size is optional, but preferred if available.

Rate Summary by Weight

Automation Carrier Route (CR) **390**

Weight	Pieces	Rate	Postage	AdjPcs	Adjustment	Total
1 oz	250	0.275	**$ 68.750**	0		$ 68.750
2 oz	100	0.500	**$ 50.000**	0		$ 50.000
3 oz	20	0.684	**$ 13.680**	0		$ 13.680
4 oz	20	0.909	**$ 18.180**	0		$ 18.180
	390		**$ 150.610**	**$ -**	**$ -**	**$ 150.610**

Automation 5-Digit (5D) **1845**

Weight	Pieces	Rate	Postage	AdjPcs	Adjustment	Total
1 oz	1000	0.278	**$ 278.000**	0		$ 278.000
2 oz	500	0.503	**$ 251.500**	0		$ 251.500
3 oz	250	0.687	**$ 171.750**	0		$ 171.750
4 oz	95	0.912	**$ 86.640**	0		$ 86.640
	1845		**$ 787.890**	**$ -**	**$ -**	**$ 787.890**

Automation 3-Digit (3D) **1152**

Weight	Pieces	Rate	Postage	AdjPcs	Adjustment	Total
1 oz	599	0.292	**$ 174.908**	0		$ 174.908
2 oz	351	0.517	**$ 181.467**	0		$ 181.467
3 oz	152	0.701	**$ 106.552**	0		$ 106.552
4 oz	50	0.926	**$ 46.300**	0		$ 46.300
	1152		**$ 509.227**	**$ -**	**$ -**	**$ 509.227**

Automation AADC (AB) **807**

Weight	Pieces	Rate	Postage	AdjPcs	Adjustment	Total
1 oz	350	0.301	**$ 105.350**	0		$ 105.350
2 oz	275	0.526	**$ 144.650**	0		$ 144.650
3 oz	147	0.710	**$ 104.370**	0		$ 104.370
4 oz	35	0.935	**$ 32.725**	0		$ 32.725
	807		**$ 387.095**	**$ -**	**$ -**	**$ 387.095**

Automation Mixed AADC (MB) **25**

Weight	Pieces	Rate	Postage	AdjPcs	Adjustment	Total
1 oz	20	0.309	**$ 6.180**	0		$ 6.180
2 oz	3	0.534	**$ 1.602**	0		$ 1.602
3 oz	1	0.718	**$ 0.718**	0		$ 0.718
4 oz	1	0.943	**$ 0.943**	0		$ 0.943
	25		**$ 9.443**	**$ -**	**$ -**	**$ 9.443**

Total Automation	**$ 1,844.265**	$ -	$ -	$ 1,844.265

Floating Batch Manifest [1]
First-Class Mail (Automation)
Presorted Flats-Tray Based

Mailer's Name and Address
Mailer's R Us
123 Main St
Memphis TN 38115

Post Office of Mailing: Naples, NY 14512
Entry Facility (PVDS): SCF Rochester, NY 14402
Permit Number: 99999
Software Name & Version #: QuickMailer 8.02.01

Date of Manifest: 09/05/03
Class of Mail: First-Class
Processing Cat.: Auto Flts M820.3 [2]
Manifest Sequence #: 125896

Tray[3] #	Tray Level	Tray ZIP	Group Dest.	Piece Id#	Rates 5B	3B	AB	MB	Batch Postage	Cumulative Postage
1	5DG	54321		00001-00105	105				31.710	31.710
2	5DG	54321		00106-00200	95				45.565	77.275
3	5DG	12403		00201-00292	92				63.204	140.479
4	5DG	22310		00293-00383	91				84.767	225.246
5	3DG	123		00384-00460			76		25.308	250.554
6	3DG	123		00461-00562		101			40.190	290.744
7	3DG	145		00563-00623		60			43.860	334.604
8	3DG	146		00624-00699		75			54.625	389.229
9	3DG	146		00700-00785		85			55.480	444.709
10	3DG	168		00786-00826		40			29.240	473.949
11	3DG	168		00827-00887		60			40.992	514.941
12	ADC	A120	122	00888-00981			93		30.969	545.910
13	ADC	A150	150	00982-01032			50		16.650	562.560
			151	01033-01058			25		8.325	570.885
			152	01059-01084			25		8.775	579.660
14	MADC	M144	A331	01085-01155				70	51.377	631.037
				Totals	**383**	**421**	**269**	**70**	**631.037**	**$ 631.037**

Rate Summary	**Pieces**		**Postage**
B1 Automation 5-Digit (5B)	383		225.246
B2 Automation 3-Digit (3B)	421		264.387
B3 Automation ADC (AB)	269		90.027
B4 Automation Mixed ADC (MB)	70		51.377
TOTAL Automation	**1143**	**Total Postage Part B**	**$631.037**

Footnotes:
1. See Chapter 6 of *Publication 401* for floating batch size limitations.
2. Domestic Mail Manual (DMM) reference for preparation method used is required.
3. The first column is preferred but not required on the manifest.

Rate Summary by Weight

Page 2

Automation 5-Digit (5D) **383**

Weight	Pieces	Rate	Postage	AdjPcs	Adjustment	Total
1 oz	125	0.302	**$ 37.750**	0		$ 37.750
2 oz	88	0.527	**$ 46.376**	0		$ 46.376
3 oz	80	0.711	**$ 56.880**	0		$ 56.880
4 oz	90	0.936	**$ 84.240**	0		$ 84.240
	383		**$ 225.246**	0	0.000	$ 225.246

Automation 3-Digit (3D) **421**

Weight	Pieces	Rate	Postage	AdjPcs	Adjustment	Total
1 oz	115	0.322	**$ 37.030**	0		$ 37.030
2 oz	106	0.547	**$ 57.982**	0		$ 57.982
3 oz	97	0.731	**$ 70.907**	0		$ 70.907
4 oz	103	0.956	**$ 98.468**	0		$ 98.468
	421		**$ 264.387**	0	0.000	264.387

Automation ADC (AB) **269**

Weight	Pieces	Rate	Postage	AdjPcs	Adjustment	Total
1 oz	267	0.333	**$ 88.911**	0		$ 88.911
2 oz	2	0.558	**$ 1.116**	0		$ 1.116
3 oz	0	0.742	**$ -**	0		$ -
4 oz	0	0.967	**$ -**	0		$ -
	269		**$ 90.027**	0	0.000	90.027

Automation Mixed ADC (MB) **70**

Weight	Pieces	Rate	Postage	AdjPcs	Adjustment	Total
1 oz	10	0.341	**$ 3.410**	0		$ 3.410
2 oz	12	0.566	**$ 6.792**	0		$ 6.792
3 oz	25	0.750	**$ 18.750**	0		$ 18.750
4 oz	23	0.975	**$ 22.425**	0		$ 22.425
	70		**$ 51.377**	0	0.000	51.377
Total Automation			**$ 631.037**	0	0	631.037

MAC Batch HK_F602

FIRST-CLASS AUTO LETTERS

ELECTRONIC GRADING RESULTS

BATCH LTD

SUPER BATCH

VERSION 1.01 for PC (GENERIC WINDOWS) (BI)

TEST RECORD NUMBER 0010602

Aug 27, 2003 15:34

(Vendor BAT Product No. 12382)

CONTACT 1

NAME: JOHN DOE

PHONE: 999-888-7777

FAX: 999-888-6666

E-MAIL: johndoe@batch.com

MAIL SPLIT CODE USED: AA

FIRST-CLASS AUTO LETTERS/CARDS

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Error Summary

Error Details

Robot Postage Analysis

Parameter Box

Pseudo Qualification Report

Error Summary

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38/E07 Mailstream Split MAC Batch Tech Guide

"Submitted records indicating an incorrect mailstream code. I.E., displayed an "A" for automation, when in fact, the record is non-automation.

56/D36 Container Type MAC Batch Tech Guide

"Submitted container level types (ex: S=sacks, E=EMM) that consist of codes other than those given by MAC Batch or submitted the wrong container type for the test that was processed. "

128/E17 Incorrect Epoch Date MAC Batch Tech Guide

Submitted electronic file with incorrect epoch date in the header record. Test file was not processed.

131/E11 Test Deck Not Passed by CHKTEST MAC Batch Tech Guide

Test Deck has not been passed by the ChkTest Routine due to 1) Test Deck has never been run against ChekTest routine, 2) Test Deck failed ChkTest, or 3) Test Deck Creation Date is blank. Deck never run.

133/E23 CheckSum Error MAC Batch Tech Guide

Test Deck Checksum Error. Grading Program Aborted. Developer changed some portion of the MAC Batch-supplied data in either the Header Record or in one or more Name/Address Records in the Test Deck. The MAC Batch-supplied data is used as control data and should never be modified.

Error Details

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38/E07 Mailstream Split MAC Batch Tech Guide

"Submitted records indicating an incorrect mailstream code. I.E., displayed an “A” for automation, when in fact, the record is non-automation.

THE "AA" GRADING PROGRAM CANNOT GRADE A 602 (FIRST-CLASS AUTO LETTERS) TEST FILE! BAD MAILSPLIT CODE "AA" IN TEST FILE 602

56/D36 Container Type MAC Batch Tech Guide

"Submitted container level types (ex: S=sacks, E=EMM) that consist of codes other than those given by MAC Batch or submitted the wrong container type for the test that was processed. "

TEST 602 CALLS FOR CONTAINER TYPE 12 , BUT DEVELOPER USED E INSTEAD!

128/E17 Incorrect Epoch Date MAC Batch Tech Guide

Submitted electronic file with incorrect epoch date in the header record. Test file was not processed.

EPOCH DATE IN HEADER RECORD (0307) DOES NOT MATCH THE EPOCH DATE FOR THIS SET (0302)!

131/E11 Test Deck Not Passed by CHKTEST MAC Batch Tech Guide

Test Deck has not been passed by the ChkTest Routine due to 1) Test Deck has never been run against ChekTest routine, 2) Test Deck failed ChkTest, or 3) Test Deck Creation Date is blank. Deck never run.

TEST DECK HAS NOT BEEN PASSED BY CHKTEST! -- DECK TESTED BUT FAILED!

133/E23 CheckSum Error MAC Batch Tech Guide

Test Deck Checksum Error. Grading Program Aborted. Developer changed some portion of the MAC Batch-supplied data in either the Header Record or in one or more Name/Address Records in the Test Deck. The MAC Batch-supplied data is used as control data and should never be modified.

THE CHECK SUM OF TEST DECK IS INCORRECT!

** FAILED! **

Robot Postage Analysis

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```
TOTAL PIECES IN CRD MM TRAYS       2686 (    9 MM TRAYS )
```

```
TOTAL PIECES IN CR5 MM TRAYS       7336 (    25 MM TRAYS )

TOTAL PIECES IN CR3 MM TRAYS        721 (     4 MM TRAYS )

TOTAL PIECES IN 5DG MM TRAYS       10632 (    34 MM TRAYS )

TOTAL PIECES IN 5DGS MM TRAYS       5019 (    15 MM TRAYS )

TOTAL PIECES IN 3DG MM TRAYS        5242 (    18 MM TRAYS )

TOTAL PIECES IN 3DGS MM TRAYS       4707 (    19 MM TRAYS )

TOTAL PIECES IN AADC MM TRAYS       4742 (   19  MM TRAYS )

TOTAL PIECES IN MAAD MM TRAYS       2828 (     7 MM TRAYS )

GRAND TOTAL PIECES AND MM TRAYS    43799 (  150 MM TRAYS )

            SP AND XX RECORDS       0

RATE CLASS                PIECES     RATE        POSTAGE

TOTAL CRRT BARCODED            0     0.500           .000

TOTAL 5-DIGIT BARCODED         0     0.503           .000
```

```
    TOTAL 3-DIGIT BARCODED                 0     0.517           .000

      TOTAL BASIC BARCODED                 0     0.000           .000

           BAD RATE PIECES                 0

             TOTAL POSTAGE                 0                     .00

   COMPRESSION FACTOR  1.000

MIN PIECES IN A 1 FOOT TRAY 151   MAX PIECES IN A 1 FOOT TRAY 192

MIN PIECES IN A 2 FOOT TRAY 306  MAX PIECES IN A 1 FOOT TRAY 394

    PIECE THICKNESS (WIDTH)    .0532 INCHES

                PIECE WEIGHT    .0950 LBS
```

Parameter Box

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602 FIRST-CLASS AUTO LETTERS

PIECE WEIGHT: 0.0325 0.0750 0.2000 0.0732

MAIL CLASS: FIRST CLASS **THICKNESS:** 0.075 0.081 0.044 0.013

PRESORT LEVEL: AUTO **LENGTH:** 9.5000

PROCESSING CATEGORY: LTRS **HEIGHT:** 4.5000

PRESORT DMM SOURCE: M810 **POINT OF ENTRY CITY/ST:** HONOLULU, HI

PRESENTATION LEVEL: TRAYED **POINT OF ENTRY ZIP:** 96813

SORT LEVELS ALLOWED: OPTIONAL/REQUIRED **L001 FLAG Y/ :** N

ADDL REQUIRED TESTS: N/A **CITY/STATE FLAG Y/ :** N

PUBLICATION TYPE: N/A **90-PIECE FLAG Y/ :** N

AD PERCENTAGE: 0.00% **PACKAGE REALLOCATION Y/ :** N

CO-PACKAGING OK Y/ : N **OVERFLOW OFF Y/ :** N

PIECE DESCRIPTION: NON-IDENTICAL **REQUIRED FOOTNOTES :**

CONTAINER DIMENSIONS: (1)1FT MM = 10.25" **(2)**2FT MM = 21"

CONTAINER MINIMUM: N/A

SPECIAL INSTRUCTIONS: N/A

MAC BATCH INTERNAL CODE: F

ENTRY POINT COUNTY: 003 **(**HONOLULU**)**

LEVEL	LIST	ORIG 3DG	CITY	STATE	DEST ZIP
3DG	L002A	968	HONOLULU	HI	968
3DGS	L003A	968	HONOLULU	HI	967
AADC	L801A	968	AADC HONOLULU	HI	967
MAAD	L002C	968	SCF HONOLULU	HI	967

FOOTNOTES USED

Pseudo Qualification Report

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CONTAINER TOTALS

CONTAINER TYPE SORTATION RATE DEST CRRT TOTAL PCS OVERFLOW

MAC Batch COVER SHEET
MAC Batch TEST FILE 602(DATED: **2003/08/22** EPOCH: **03/08**)
FIRST-CLASS AUTOMATION LETTERS

Product No.: ***12345 (SUPER BATCH*** Ver: ***1.01)***
Platforms: HARD ***D (MAINFRAME)*** SOFT ***H (MVS)***
Testing Record #: ***0010604***
File Name: ***AA_A602***

BATCH LTD (BAT)

John Doe
145 PRIMACY RD

MEMPHIS, TN 38185-0012

Fax Phone: 999-888-7777
Voice Phone: 999-888-6666
E-Mail Address: johndoe@batch.com

OFFICIAL DEVELOPERS LIST INFO

John Doe
145 PRIMACY RD

MEMPHIS, TN 38185-0012

Price Range:

Fax Phone: 999-888-7777
Voice Phone: 999-888-6666
E-Mail Address: johndoe@batch.com

Categories:

MAILPIECE CHARACTERISTICS USED IN SETTING UP THIS SPECIFIC TEST G,I,K,L

Piece Weight:	Height:	Length:	Thickness:	Point of Entry: 57638
0.0750	4.5000	9.5000	0.0810	
0.2000	4.5000	9.5000	0.0440	
0.0732	4.5000	9.5000	0.0130	
0.0325	4.5000	9.5000	0.0750	

Container(s) used? (Choose from the following): ☐ 1ft ☐ 2ft ☐ EMM ☐ TUB ☐ SACK ☐ PALLET

Container #1_____ Length (inches)_____ Tray Max_____ Tray 75%_____ Compression Allowance (0-10%) = max + (____)
Sack Max_____ Sack Min_____

Container #2_____ Length (inches)_____ Tray Max_____ Tray 75%_____ Compression Allowance (0-10%) = max + (____)

Total Pieces Software Processed

Full tray default set at: ☐ 100% ☐ 75% Other_____

THE FOLLOWING DOCUMENTATION AND OPTIONS MUST BE PRESENTED WITH THIS TEST TO OBTAIN MAC Batch CERTIFICATION.

____ USPS Manifest report
____ Job Setup/Parameter Report (if provided by product)

You ***must*** complete and return this form in order to be graded.
You ***must*** attach this completed form to the top of your test results.

****

VENDOR: BAT BATCH LTD
PRODUCT: 12345 SUPER BATCH VERSION: 1.01
PRICE: DEVELOPER CODES:
PLATFORMS: HARD=B (PC) SOFT=I (GENERIC WINDOWS)

TEST	RECORD#	REQUESTED DATE	MEDIA DATE	RETURNED DATE	TEST DATE	EPOCH	GRADE	BY
HK101	0010593	2003/07/11	2003/07/11	2003/07/25	2003/07/28	03/02	P	ELE
HK102	0010588	2003/07/09	2003/07/09	2003/07/15	2003/07/15	03/02	F	ELE
HK102	0010590	2003/07/10	2003/07/11	2003/07/18	2003/07/23	03/02	P	ELE
HK602	0010595	2003/07/17	2003/07/21	2003/08/05	2003/08/06	03/02	F	ELE
HK602	0010602	2003/08/04	2003/09/03	2003/09/03	2003/09/03	03/02	F	ELE
	ERROR: E19	*Bad CIN Verbiage*						
	ERROR: D30	*Incorrect Optional Endorsement Line*						
	ERROR: D07	*Required Sequence of Information*						
	ERROR: S43	*Re-test Necessary*						
HK604	0010596	2003/07/18	2003/07/18	2003/07/25	2003/07/26	03/02	F	ELE
HK604	0010597	2003/07/28	2003/07/28	2003/08/10	2003/08/12	03/02	F	ELE
HK604	0010600	2003/07/31	2003/07/31	2003/08/05	2003/08/05	03/02	P	ELE
HK605	0010598	2003/07/29	2003/08/06	2003/08/15	2003/08/20	03/02	F	ELE
HK607	0010603	2003/08/05	2003/08/11	2003/08/19	2003/08/26	03/02	F	ELE
	ERROR: D20	*Non-Compliance with Tech Guide or Footnotes*						
	ERROR: S66	*Incorrect Package Destination*						

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FIRST CLASS MAIL LETTERS OR FLATS

Class Of Mail	FIRST CLASS	**Piece Weight**	0.000
Presort Level	AUTO	**Piece Thickness**	0.000
Processing Category	LETTERS/FLATS	**Piece Length**	0.000
DMM Source(s)	M810, M820	**Piece Height**	0.000
Residual DMM Source(s)	N/A	**Carrier Route Sequence**	
Presentation Level	TRAY OR FLAT TRAY	**Possible Mail Split(s)**	AA, BH
Sortation Levels Allowed	OPTIONAL/REQUIRED	**Mail Piece Classification**	A,B,D,F
Additional Required Tests	CONSULT MAC BATCH		
Publication Type	N/A		
Ad Percentage	0.00		
Piece Description	NON-IDENTICAL		
Container Dimensions 1	1FT MM = 10.25"		
Container Dimensions 2	2FT MM = 21"		
Container Minimum			
Special Instructions	FLAT TRAY = 11.25"		

Point of Entry	MEMPHIS, TN
Point of Entry ZIP	38101

If checked these options are available:

- **L001** ☐
- **City State** ☐
- **90 Piece Optional Preparation** ☐
- **Package Reallocation** ☐
- **Co-Packaging** ☐
- **Ride Along** ☐

602

FIRST-CLASS AUTO LETTERS

Class Of Mail	FIRST CLASS	**Piece Weight**	0.000
Presort Level	AUTO	**Piece Thickness**	0.000
Processing Category	LETTERS	**Piece Length**	0.000
DMM Source(s)	M810	**Piece Height**	0.000
Residual DMM Source(s)	N/A	**Carrier Route Sequence**	
Presentation Level	TRAY	**Possible Mail Split(s)**	AA
Sortation Levels Allowed	OPTIONAL/REQUIRED	**Mail Piece Classification**	A,B,D,F
Additional Required Tests	N/A		
Publication Type	N/A		
Ad Percentage	0.00		
Piece Description	NON-IDENTICAL		
Container Dimensions 1	1FT MM = 10.25"		
Container Dimensions 2	2FT MM = 21"		
Container Minimum	N/A		
Special Instructions	N/A		

Point of Entry	HONOLULU, HI
Point of Entry ZIP	96813

If checked these options are available:

- **L001** ☐
- **City State** ☐
- **90 Piece Optional Preparation** ☐
- **Package Reallocation** ☐
- **Co-Packaging** ☐
- **Ride Along** ☐

FIRST-CLASS AUTOMATION FLATS-TRAY BASED OPTION

Class Of Mail	FIRST CLASS
Presort Level	AUTO
Processing Category	FLATS
DMM Source(s)	M820.3
Residual DMM Source(s)	N/A
Presentation Level	FLAT TRAY
Sortation Levels Allowed	OPTIONAL/REQUIRED
Additional Required Tests	N/A
Publication Type	N/A
Ad Percentage	0.00
Piece Description	NON-IDENTICAL
Container Dimensions 1	FLAT TRAY MAX = 11.25"
Container Dimensions 2	
Container Minimum	90 PCS
Special Instructions	USE TRAY BASED OPTIONAL PREPARATION

Piece Weight	0.000
Piece Thickness	0.000
Piece Length	0.000
Piece Height	0.000
Carrier Route Sequence	
Possible Mail Split(s)	BH
Mail Piece Classification	G,I,K,L

Point of Entry	LEMMON, SD
Point of Entry ZIP	57638

If checked these options are available:

- **L001** ☐
- **City State** ☐
- **90 Piece Optional Preparation** ☑
- **Package Reallocation** ☐
- **Co-Packaging** ☐
- **Ride Along** ☐