

DMM Rule

- According to the Domestic Mail Manual (DMM) 703.1.7.1
 - National Authorization Numbers for Nonprofit Standard Mail are required
 - “Authorized organizations must display this number in the appropriate space on each postage statement that accompanies a mailing at Nonprofit Standard Mail Prices”
- DMM 703.1.11.4 Revocation for Nonuse
 - The PCSC revokes an authorization to mail at Nonprofit Standard Mail prices if no Nonprofit Standard Mail price mailings are made by the authorized organization during a 2-year period. The PCSC notifies the organization of the revocation for nonuse.

Current Process

- When multiple nonprofit mailers exist in a mailing:
 - Mailers provide a single mail owner permit in the eDoc or hardcopy postage statement that is linked with an Authorization Number
 - Provide all additional Authorization Numbers via hardcopy (excel spreadsheet)
 - This process does not provide the required record of mailing to prevent the nonuse revocation

- Verification
 - USPS personnel validates the Authorization Number information from the excel sheet against the authorizations in the USPS *PostalOne!* system
 - USPS personnel validates the name of the owner on the physical mail against the authorized mailer data in *PostalOne!*

Future Goal

- Eliminate paper based verification of nonprofit Standard mail authorization
- Provide eDoc capabilities that utilize existing identification fields for nonprofit authorization

Future Process

- Identify all nonprofit Standard Mail owners in eDoc per the existing full-service rules
 - Minimize any eDoc / software changes for mailers
 - Remove manual verification process of reviewing authorization numbers
 - Allows mailers to meet both Full-Service By/For and authorization identification
- Identify nonprofit through new field for nonprofit authorization number