

CASS™

Certification Requirements

Frequently Asked Questions

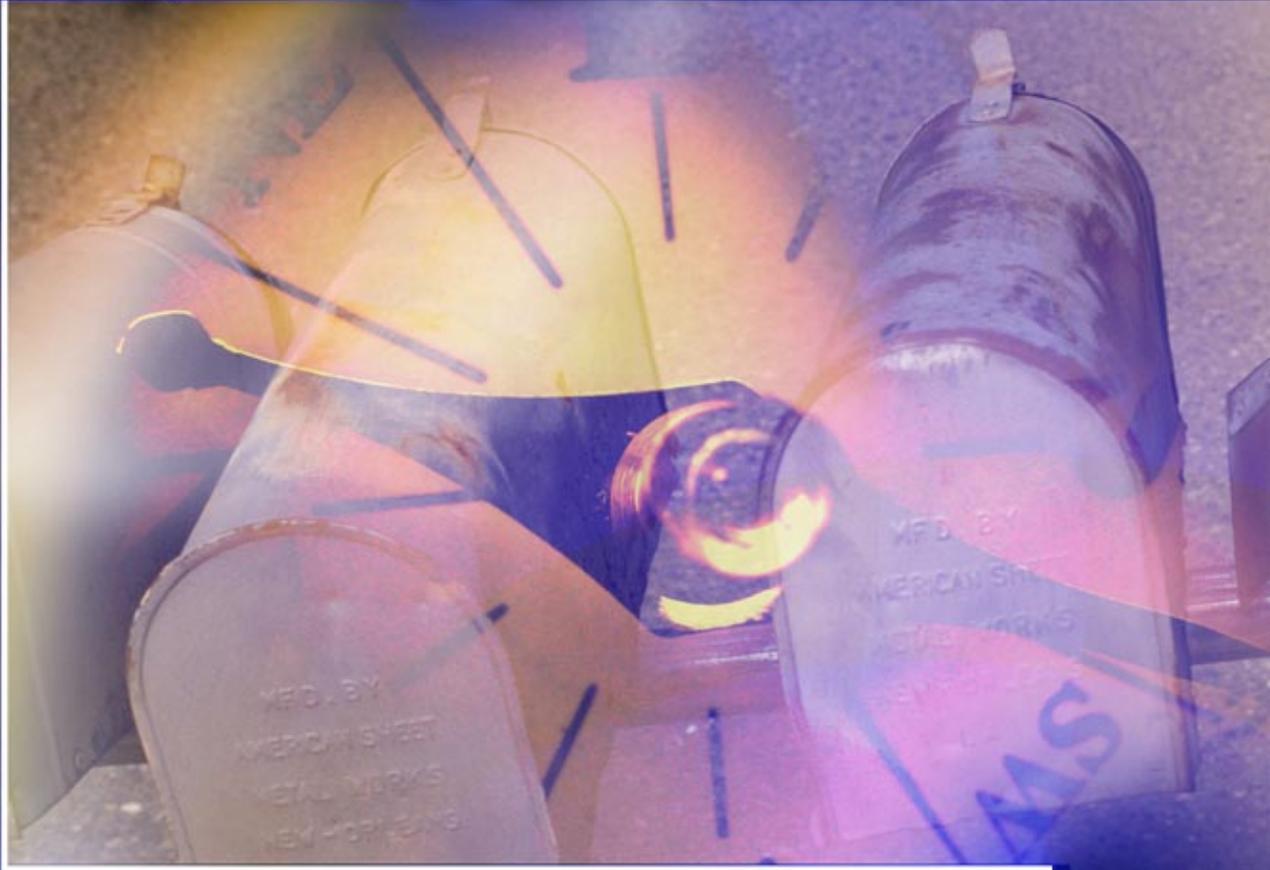


2007-2008

CASS™

Certification Requirements

Frequently Asked Questions



2007-2008

Frequently Asked Questions Regarding CASS™ Cycle L (2007-2008) Certification

What is CASS Cycle L?	CASS Cycle L is the next regularly scheduled update of address-matching software. The USPS requires address-matching software vendors to update their software logic once a year to meet higher quality standards. Mailers seeking postage discounts are required to use CASS Cycle L address matching software to remain eligible for discounts.
What does CASS Cycle L mean for mailers?	Beginning with Cycle L, CASS Certified™ software will assign a ZIP + 4® code to a mailpiece <i>only</i> if the primary number of the address is verified through DPV™ software as a valid point of delivery. CASS Cycle L also requires the use of LACS ^{Link} ™ software to update addresses that have been changed due to 911 implementations.
Why is the Postal Service implementing this requirement?	The Postal Service wants to preserve the integrity of workshare discounts, which have been beneficial to both mailers and the agency. The provision of workshare discounts is predicated on the expectation that there will be a reduction in processing steps for the Postal Service. In 2004, there were 1.3 billion mailpieces with incorrect primary numbers that required manual processing, at a cost of \$100 million. Effective August 1 st 2007, the Postal Service will begin requiring mailers to use CASS-DPV for discounts.
When will CASS Cycle L be implemented?	It will be implemented in August 2007.
What is the expected result of matching levels when DPV is used?	Initial testing has seen matching levels drop roughly 2 percent. This was an average across all mailer groups. Mailers with higher quality address lists will experience smaller drops in matching levels.
What can mailers do to preserve the discounts they are currently receiving?	With continued use of address-quality products and services, matching levels percentages should continue to decline. Mailers with a ten percent or higher drop in primary number DPV confirmation should evaluate their address list hygiene practices to determine where addressing errors are originating. The Postal Service can help mailers improve these addresses through the AEC II™ program.

What is the AEC II?	<p>The AEC II program uses Delivery Force Knowledge™ to correct the errors in addresses that are not correctible by other programs. Delivery Force Knowledge leverages the efforts of local delivery unit employees who review bad addresses and enter corrections into an AEC II electronic process for return to the submitting customer.</p> <p>Examples of these corrections include incorrect or transposed letters in a street name, missing directionals (such as North or South), or abbreviations that prevent accurate bar coding. As a result, the mailers' correction rate increases and more mail is properly addressed.</p>
Is nine months enough time to get ready for this program?	<p>The Postal Service signaled its intention to make DPV a part of CASS as early as August 2004, when it became a requirement for vendors to support the CASS Cycle J product release. We formally announced the requirement to use DPV within CASS Cycle L in February 2006.</p>
Will the use of DPV lead to longer processing times for mailers?	<p>Processing times will be longer, but can be minimized with proper computer configuration. We are working with the software industry to provide multiple DPV product configurations to accommodate the varied nature of the mailing industry's computer systems.</p>
Will additional CPU or memory be needed to accommodate DPV?	<p>The Postal Service has provided several configurations of DPV that will not require additional CPU or memory to improve systems operations. We recommend that mailers work closely with their product vendors to select a configuration that best suits their needs.</p>
What can mailers do now to prepare for Cycle L?	<p>All CASS Certified address matching products have had a DPV interface available since August 1, 2005. Mailers should begin testing their systems with DPV, if they have not already done so.</p>
Is it really important to use LACS ^{Link} ?	<p>Addresses converted by local community addressing authorities from a rural route or box number to a locatable street address continue to be serviced by the USPS at the old address for one year following the address conversion. During that year, customers should advise their mailers of their new street address. After the year expires, the USPS may return mail with the old address as "Insufficient Address." To avoid having important mail returned, mailers should update their addresses using the LACS^{Link} product.</p>

Do we have to purchase integrated CASS/DPV/LACSLink software?

If you are currently running DPV and LACSLink as separate batch processes, you do not need to purchase new integrated CASS/DPV/LACSLink software, as long as your existing software meets the Cycle L requirements.

Are type E throwback addresses on the ZIP + 4 database?

No. A Street Address that may correlate to a Group E PO Box is not required on the database, but when it is, DPV should return the address as a valid delivery point.

Does DPV include a DSF²-style "throwback" table?

DPV will validate a throwback address in the database, but there is no throwback table in DPV, nor will DPV identify the address as a throwback. DSF² will validate AND identify the address as a throwback.

Are "old side" LACS addresses on the LACSLink database represented on the ZIP + 4 database?

No, but LACSLink provides the opportunity to match to the old side address and, if a match is made, provide the new address. This process does not require a ZIP + 4 for the old side address. CASS software will still be able to identify LACS conversions even though they will not return the ZIP + 4 code on the "old side" address?

Will there be any degradation in match rate with LACSLink

LACSLink should not degrade match rate. You may experience an improvement in match rate because LACSLink provides the opportunity to upgrade an unmatched address to a valid new address.

Will a
standardized
Delivery Drop
address returned
by CASS contain
the secondary
address?

The standardized address with secondary address information should be returned.

For additional information or concerns regarding the 2007 CASS requirements, please contact us at:

CASS CERTIFICATION DEPARTMENT
NATIONAL CUSTOMER SUPPORT CENTER
UNITED STATES POSTAL SERVICE
6060 PRIMACY PKWY STE 201
MEMPHIS TN 38188-0001

PHONE: 1-800-642-2914
FAX: 901-681-4440
EMAIL: CASSMAN.NCSC@USPS.GOV