

## O-001

Date: November 2, 2012  
To: PAVE™ Software Developers  
Subject: Certification Cycle O Calendar

The USPS plans to implement the following Certification Cycle O Release Schedule given below. This certification cycle will expand from a 90-day to a 6-month period. This Release Schedule and Cycle Processing goal is to allow adequate time for software development for and to verify compliance with January 27, 2013 Price Changes within that software as soon as feasible after price implementation.

### Certification Cycle O Release Schedule

**PAVE Certification Cycle O Advisory  
Cycle O Calendar  
January 2013**

January 9, 2013 – Begin accepting PAVE Order Forms

January 14, 2013 – Begin Cycle O Testing

March 11, 2013 – Activate Late Orders and Testing Fees

April 30, 2013 – Cycle N Certification expire

June 28, 2013 – Cycle O Testing Ends

April 30, 2014 – Cycle O Certifications expire

### Special Interest Items for Cycle O Certification Testing

- Accurate determination of Letter-size and Flat-size mailpieces
- New 100-lb minimum requirement for OMX and Mixed ADC pallets
- New 'High Density Plus' pricing for Carrier Route preparations
- New Blended Price for FCM Residuals (New line B4 on PS Form 3600)
- Mandatory support of Periodicals Limited Circulation Discount, when applicable

The PAVE Certification Group will provide special advisories on items above containing detailed information. Expect these advisories in the coming weeks, specifically prior to the start of Certification Cycle O.

## Interim Cycle Certification Policy

The PAVE Certification Group will accept Cycle O Testing Order Forms starting January 9, 2013. We anticipate having the PAVE On-Line Order Form available for electronic submission. However, if this form is not available, please follow the steps below.

Developers should:

1. Access Order Forms from RIBBS at [https://ribbs.usps.gov/pave/documents/tech\\_guides/forms/](https://ribbs.usps.gov/pave/documents/tech_guides/forms/)
2. Email their completely filled-in Order Form to [pave.ncsc@usps.gov](mailto:pave.ncsc@usps.gov) or
3. Fax their completely filled-in Order Form to (650) 357-6796

PAVE Software Developers must make all necessary changes to their software packages for the January 27, 2013 Price Change Implementation Date and distribute the certified products to their customers as soon as feasible to coincide with the scheduled price implementation.

– The PAVE Certification Group will:

1. Retain Cycle N certified Developers with their Products on the respective CPL with that listing to expire April 30, 2013.
2. Allow only previously certified Developers that submitted Cycle O Order Forms for their products by March 11, 2013 **and** are actively participating in the certification process to appear on the Cycle O CPL after June 28, which would allow successful completion of certification processing. **The group reserves the right to adjust this allowance as USPS directs.**
3. Remove all other developers and their products at the end-of-certification-cycle date (June 28) from the RIBBS Cycle O CPL
4. Display only, **Cycle N** as the current certification cycle effective **January 2013** on the CPL page, and then after **April 30, 2013** shift to reflect **Cycle O** as the current certification cycle.

Developers requesting extension regarding new USPS prices should direct their correspondence to:

Pricing and Classification Service Center  
90 Church Street, Suite 3100  
New York, NY 10007-2951  
212-330-5300

For certification processing questions or concerns, please contact the PAVE Certification Group by e-mail at [pave.ncsc@usps.gov](mailto:pave.ncsc@usps.gov) or call 800-331-5746, option 0 and ask for the PAVE Certification Group.

November 2, 2012

The PAVE Certification Group will accept correspondence addressed to:

BMA Certification Department – PAVE  
National Customer Support Center  
United States Postal Service  
225 N. Humphreys Blvd Ste 501  
Memphis TN 38188- 1001

**NOTE:** Effective December 21, 2012, please use this address for all  
correspondence

Regards,

BMA Certification – PAVE Group  
800-331-5746

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