Great News!

PER/ZIP4 has been CASS Certified for Cycle "O".
CASS Cycle "O" certification is valid through July 31, 2028.

The May 2023 update is CASS Certified for Cycle "N". CASS Cycle "N" expires on July 31, 2023. You may continue using the CASS Cycle "N" version of PER/ZIP4 through July 31, 2023. As of August 1, 2023, only the CASS Cycle "O" version of PER/ZIP4 can be used to standardize and validate address data.

Here are some questions and answers you might find beneficial:

When will I receive the CASS Cycle "O" version of PER/ZIP4?

We plan to provide the CASS Cycle "O" version of PER/ZIP4 to select clients in June 2023 and ALL clients in July 2023. The CASS Cycle "O" version of PER/ZIP4 will be distributed as a regular monthly update.

Will I be required to make any changes when I install the CASS Cycle "O" version of PER/ZIP4?

No. The CASS Cycle "O" version of PER/ZIP4 is capable of returning more address related data now provided by the USPS. However, if you do not request the new data (by switching to the latest generation of our callable program interface or by defining the new fields for output in the PER/ZIP4 file definition), PER/ZIP4 will continue returning the same data in the same format as the CASS Cycle "N" version of PER/ZIP4.

What additional data is available in the CASS Cycle "O" version of PER/ZIP4?

Most of the new data is DPV (Delivery Point Validation) related and specific to the address processed. The new data includes a *door not accessible indicator*, a *drop indicator*, a *PO Box street address indicator*, a *no secure location indicator*, a *non-delivery days indicator*, and other data further describing the specific delivery point.

What differences will I see when I install the CASS Cycle "O" version of PER/ZIP4?

If you are installing from the DVD-ROM we ship each month, the first thing you will notice is that the update now requires two DVD-ROMs. If the second DVD-ROM is needed for installation, you will be prompted to load it. Whether or not the second DVD-ROM is needed is determined by which optional components you select for installation. If you are downloading and installing the update, only one ISO image is used; just like before.

The second difference you will notice is that during installation of the CASS Cycle "O" version of PER/ZIP4, the Product Management screen displayed will look different. There are several new optional databases that can be installed. These optional databases contain the new address data that can be returned by the CASS Cycle "O" version of PER/ZIP4.

If you choose to not install the new optional databases, PER/ZIP4 will function normally. However, the data contained in the databases not installed will not be returned when an address is processed. All optional databases needed for PER/ZIP4 to return the same data that was being returned by the CASS Cycle "N" version of PER/ZIP4 will be preselected for installation.

The third difference you will notice is that after installing the CASS Cycle "O" version of PER/ZIP4 the interactive postal coding screen (option 3 on the PER/ZIP4 menu) will contain additional data. To accommodate the additional data, a second screen was added and can be accessed by scrolling up or down. You can also now use the F16 function key to toggle to a single screen format showing all available data on a single screen.

And finally, you will notice a change to the PER/ZIP4 file definition layout (option 4 on the PER/ZIP4 menu). During installation of the CASS Cycle "O" version of PER/ZIP4, your existing file definitions will be converted from the Cycle "N" format to the Cycle "O" format. When files are processed by the CASS Cycle "O" version of PER/ZIP4, address data will be output to exactly the same record positions as before. This means that no changes will be required to your applications that process the data output by PER/ZIP4.

What are the new optional databases available with the CASS Cycle "O" version of PER/ZIP4?

The new optional databases available with the CASS Cycle "O" version of PER/ZIP4 include:

1. **A DPV Drop site database.** This database allows PER/ZIP4 to identify delivery points that receive mail in a single receptacle or at a single drop site that services multiple dwellings or businesses or primary or secondary addresses.

2. **A DPV Door not accessible database.** This database allows PER/ZIP4 to identify addresses where carriers cannot knock on a door for mail delivery. Examples include situations where carriers cannot physically access a residence/building, such as a rural/highway contract route (HCR) long driveway or gated residence.

3. **A DPV No-Stats reason code database.** This database allows PER/ZIP4 to provide details as to why an address is flagged as No-Stats by the USPS.

4. **A DPV Throwback database.** This database allows PER/ZIP4 to identify valid street addresses where mail delivery is actually made to the customer's PO Box address.

5. **A DPV No secure location database.** This database allows PER/ZIP4 to identify addresses at locations where there is no security. For instance, carriers can access the door, but cannot leave a package due to security concerns.

6. **A DPV Non-Delivery days database.** This database allows PER/ZIP4 to return the days of the standard delivery week that the carrier does not make delivery to a specific delivery point.

What are the new callable programs available with the CASS Cycle "O" version of PER/ZIP4?

To accommodate the additional data that can be returned by the CASS Cycle "O" version of PER/ZIP4, a new generation of two PER/ZIP4 callable programs is provided. The first program is ML219404. This is the program that allows you to incorporate address standardization and validation right into your own applications. The second program is ML219304. This is the program that you to access our interactive postal coding function directly from your own applications. Sample source code for accessing both of these callable programs can be found in the source file MLLIBR/QSMPLSRCLE.

Do I have to switch to the newest callable programs introduced with the CASS Cycle "O" version of PER/ZIP4?

No. The prior generations of all callable programs will continue to function as-is with no changes. The only reason to switch to the latest generation of the callable programs is if you wish to receive the new address data provided in the new optional databases.

Will the CASS Cycle "O" version of PER/ZIP4 produce different results compared to previous versions of PER/ZIP4?

In some cases, yes. The main purpose of the new CASS Cycle, testing, and certification is to introduce changes that will help mailers and the USPS by improving address quality and deliverability of mail pieces. Two specific changes that might be noticeable pertain to 5-Digit Zip Code validation and matching to deliverable street address records instead of Highrise default address records in the USPS National +4 database.

The change to 5-Digit Zip Code validation only applies to address records where the complete address cannot be matched to the USPS National +4 database. The results of this rule change will only be visible on the USPS 3553 CASS Summary report produced when a file of addresses is CASS Certified by PER/ZIP4.

In CASS Cycle "N", the 5-digit Zip Code provided as input could be counted on the USPS 3553 CASS Summary report as a valid 5-Digit Zip Code as long as the Zip Code itself was valid. In CASS Cycle "O", the 5-digit Zip Code provided as input must be a valid 5-Digit Zip Code AND must correspond to the city and state provided as input to be counted on the 3553 CASS Summary report as a valid 5-Digit Zip Code.

The change to how PER/ZIP4 matches addresses to Highrise Default address records in the USPS National +4 database applies to Highrise (multi-tenet) addresses when secondary address data (Suite, Unit, etc.) is not provided. In some cases, when secondary address data is not included with an address that matches to a Highrise building, PER/ZIP4 must now match to the street address record for the building instead of the Highrise default record for the building. The results of this rule change may be visible when comparing the +4 assigned to the address.

The following example shows how the CASS Cycle "N" version of PER/ZIP4 codes a deliverable Highrise building address (without secondary address information) vs. how the CASS Cycle "O" version of PER/ZIP4 codes the same address:

Input address: 36 CAPITAL WAY
                   ATOKA TN 38004

CASS Cycle "N" version of PER/ZIP4 output: 36 CAPITAL WAY
                                            ATOKA TN 38004-**7985**

CASS Cycle "O" version of PER/ZIP4 output: 36 CAPITAL WAY
                                            ATOKA TN 38004-**7924**

Again, the difference in the output +4 is due to the fact that the CASS Cycle "N" version of PER/ZIP4 always matched the address to the Highrise default record in the USPS National +4 database. The CASS Cycle "O" version of PER/ZIP4 matched the address to the deliverable street address record in the USPS National +4 database as required by the USPS rule change.

Do you have questions regarding the CASS Cycle "O" version of PER/ZIP4 that aren't answered here? If so, please call us at 601-856-8337 or contact us via email at Software@WorksRight.com.