UNITED STATES POSTAL SERVICE ®

Electronic Verification System (eVS®) Business and Technical Guide

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Electronic Verification System (eVS®) Business and Technical Guide

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                                                                      Transmittal Letter

A. **Explanation.** This publication is designed for mailers, shippers, and software developers using or planning to use the Electronic Verification System (eVS®) for manifesting parcel mail.

B. **Availability.** Publication 205 is available only in electronic format as follows:

- Publication 205 is available on the RIBBS® site at
  http://ribbs.usps.gov/evs/documents/tech_guides/pubs/

C. **Comments on Content.** Send comments and suggestions about the content of this publication to the following address:

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D. **Rescission.** This publication supersedes Publication 205, Electronic Verification System Business and Technical Guide, dated January 17, 2016. Archive all copies of the superseded publication and replace them with this edition.

E. **Effective Date.** This publication is effective March 18, 2016.

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Vice President
Mail Entry and Payment Technology

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1 eVS Basics

1.1 Overview

The Electronic Verification System (eVS ®) is all about doing parcel business with the Postal Service using electronic technology. This manifesting system allows parcel mailers to document and pay postage by transmitting electronic manifest files to the eVS database, which is part of the *PostalOne!®* system. eVS is used for manifesting parcels to customers while parcels returned from consumers are handled under Parcel Return Service (PRS). The unique aspects of eVS and PRS are outlined in this publication. Chapter 1 covers the eVS overview and Chapter 2 covers the PRS overview.

eVS allows parcel mailers to prepare parcel mailings, submit electronic documentation for payment and to streamline their internal business processes as well as those with the Postal Service. At the same time, eVS allows integration with other systems and business processes for data collection and performance measurement.

In many ways, eVS reflects the existing manifest mailing process, with three distinct differences:
a. *Sampling.* eVS primarily uses destination sampling to capture sampling data used to monitor postage and preparation accuracy. When destination sampling occurs, the Postal Service collects data after the mailer deposits the mailing at a destination entry facility. Depending on the mail class or particular mailer situation, eVS also uses origin sampling when appropriate to capture data at the mailer's facility or at a business mail entry facility.
b. *Monthly Data Reconciliation.* eVS sampling data is reconciled against all the mailer's manifests received during a calendar month rather than against each individual mailing. For eVS, all mailings entered during a calendar month are treated as a "single mailing" for the purpose of reconciliation and the collection of postage due. Daily mailings, however, must meet all presort and eligibility requirements in the Mailing Standards of the United States Postal Service Domestic Mail Manual (DMM®).
c. *Corporate Account.* Companies with multiple mailing facilities will not be established as separate eVS accounts for each location, but instead will be set up from the corporate location and treated as a single eVS account for payment and reconciliation.

1.2 Mailer Benefits

1.2.1 Mail Acceptance

eVS mail acceptance may occur at destination entry facilities, at origin entry facilities or at mailer facilities.

a. *Destination Entry Acceptance.* For destination entry parcels mailed through eVS, acceptance occurs at destination entry facilities and a parcel mailer has complete

control of mailings from time of preparation to time of deposit at the destination entry facility, as long as the mailings are deposited to meet appointment windows scheduled with the Postal Service. The mailer is no longer subject to the hours of operation of the origin Post Office ™ and the availability of Postal Service personnel for verification of mailings. This flexibility allows the mailer to dispatch mailings at various times of the day.

b. *Origin Entry Acceptance.* For origin entry parcels mailed through eVS, acceptance generally occurs at the origin entry facility. Occasionally, these parcels may be accepted at a mailer's facility instead of the origin entry facility. These parcels may be transported to the origin postal facility by the Postal Service or the mailer. Mailings must be deposited to meet critical acceptance times as applicable.

c. *Mailer Facility Acceptance.* For Destination Delivery Unit (DDU) or Destination Sectional Center Facility (SCF) destination entry parcels mailed through eVS, a parcel mailer may be required to allow eVS sampling at the mailer's facility. This generally occurs during parallel testing and when a mailer begins eVS manifesting to ensure that there are enough parcels verified to ensure a valid statistical sampling. This process may be discontinued when samples are consistently obtained at destination entry facilities.

1.2.2 Elimination of Paperwork

eVS significantly reduces paperwork. Hard-copy manifests, postage statements, PS Forms 8125, *Plant-Verified Drop Shipment (PVDS)* Verification and Clearance, and adjustment worksheets are all replaced with electronic documentation. Postage statements for eVS are generated from the mailer's electronic files and postage is electronically deducted from the mailer's *PostalOne!* postage payment account.

1.2.3 Online Mailing Data

An eVS mailer can continuously review the reports that include manifest files, postage statements, and results of postage samplings online through the Business Customer Gateway where mailers can manage their mailing activity. This data will assist the mailer to monitor the quality of mail and, when necessary, take preventive measures to ensure that discrepancies and possible postage adjustments do not occur or are eliminated promptly.

1.3 eVS Participation

1.3.1 Introduction

Mailers began using eVS in 2005 primarily for Parcel Select mailings. Standard Mail and Bound Printed Matter presorted mailings could also be entered through eVS. In 2007, First-Class and Priority Mail was offered to eVS mailers, followed by Priority Mail Open and Distribute (PMOD) in 2008. In 2009, Priority Mail Express was made available to eVS mailers. Bound Printed Matter Carrier Route parcels are the only domestic parcels that cannot be mailed through eVS. In 2013, First-Class Package International Service, Priority Mail International, Priority Mail Express International and Global Express Guaranteed mail were also added to eVS.

The Postal Service has not mandated the use of eVS for parcel mailers. The eVS checklist included in Subsection 1.3.8 is for use by customers who are interested in using eVS for postage payment.

1.3.2 Step 1: Register for eVS Participation

To register for participation in eVS, the applicant must do the following:

a. *Business Customer Gateway Account.* Access the Business Customer Gateway at **https://gateway.usps.com/bcg/login.htm** to create a user account. If a user account already exists, establish an eVS profile.

b. *Gather necessary information:* Corporate site address, mailing site address, contact information, banking information for payment.

c. *Business Location.* Ensure the corporate business location for the eVS mailing is accurately identified in the Business Customer Gateway or establish a new location as needed. The mailer's company name as entered in the Business Location is used to identify the mailer's eVS account throughout USPS systems. The corporate site needs to be identified first before any mailing sites are identified. Each subsequent mailing site should be identified separately.

d. *PostalOne! Access.* Log-in to add PostalOne! access from the "Request Access" link by selecting "Audit Mailing Activity" under the "Track & Report" heading. The first user requesting access for a business location will be prompted to assume the Business Service Administrator (BSA) role.

e. *eVS Profile.* Log-in to add eVS to current profile from the "Request Access" link by selecting "Manage Electronic Verification Activity (eVS)" under the "Shipping Services" heading. The first user requesting eVS for a business location will be prompted to assume the Business Service Administrator (BSA) role for eVS.

f. *Business Service Administrator.* Approve access for multiple representatives that need access to eVS. After the eVS account is established, the user can view the eVS Monthly Account and Sampling Summary and related reports via the "Manage Electronic Verification Activity (eVS)" link in the Business Customer Gateway.

g. *Verification Assessment Evaluator* (VAE). This role allows a user to submit a Refund Request or Joint Review Request. The Business Service Administrator (BSA) may assign the VAE role in the Business Customer Gateway.

h. *Test Environment for Mailers Profile.* Log-in to add the Test Environment for Mailers (TEM) access to the current profile by selecting "Electronic Data Exchange (PostalOne!)" under the "Design & Prepare" heading. After the eVS TEM profile is created, the mailer can view postage statements, manifest errors, and reports generated from submitted test files.

1.3.3 Step 2: eVS Mailer Account Numbers

To participate in eVS, an applicant must first establish a new permit imprint account in ZIP Code 20260 through the Business Customer Gateway (BCG), establishing a new postage payment account, and obtain a master Mailer Identification (MID) number.

a. *Permit Imprint Account.* The eVS applicant must establish a unique permit imprint account number used exclusively for eVS. If there is a permit number that is already being used and all mailings will convert to eVS, the permit may be able to migrate to eVS if the permit number is available. The following requirements apply to an eVS permit imprint account:

    (1) *Account Application.* To apply for the new permit imprint process will be completed during Step 1). Additional permit accounts may be opened if the permits are owned by the eVS mailer. If multiple permit imprint accounts are opened, one account must be designated as the master permit account used for any adjustments to the eVS account**.**

    (2) *Abbreviations.* A company style permit imprint is required. The permit imprint indicia on all eVS mail must display the name or authorized abbreviation reported to the Postal Service for the permit imprint account. When applying for the new permit, the mailer must include company aliases and abbreviations to be used as alternative names in the permit imprint indicia. For example, Acme

           Enterprise Solutions may prefer to display "AES" in the permit imprint indicia rather than "Acme Enterprise Solutions."

(3) *File Transmissions.* The permit imprint account number and the corresponding 5-digit ZIP Code™ of the Post Office of Account must appear in the designated fields in all eVS manifest files (see Pub. 199).

(4) *Postage Payment Link.* The permit imprint account number must be linked to the mailer's postage payment debit account — a Centralized Account Processing System (CAPS) debit account as described in the eVS Participant Checklist — for automatic payment each time a postage statement is generated from the successful eVS processing of manifest file records. Existing OMAS customers are also eligible to use eVS.

(5) *Exclusive eVS Use.* The permit imprint number(s) registered for eVS must be used only for eVS mailings. This restriction ensures that eVS financial transactions remain separate from non-eVS financial transactions related to the same CAPS account. This separation by permit number can assist the eVS mailer in reconciling financial transactions. The exclusive eVS permit account number may appear as part of the permit imprint indicia as specified and illustrated in subsection 1.5.

(6) *Application Fee.* eVS has no permit imprint application fee.

(7) *Annual Mailing Fees.* The mailer must pay all applicable presort or destination entry mailing fees as required by the DMM through their CAPS/OMAS account. If a mailer has a request on record, CAPS may charge the fees automatically when they are due. If there is no request on record, the mailer must contact CAPS to initiate the fees payment process.

b. *Postage Payment Account.* The mailer must have or establish a PostalOne! postage payment debit account or an OMAS account . This account is used for automatic funds withdrawal each time a postage statement is generated by eVS from the mailer's transmitted manifest files. The permit account number registered in eVS is linked to the postage payment account (CAPS account) in PostalOne! to handle the funds withdrawal.

There must be sufficient funds available to cover daily mailing activity and adjustments; if debit limits are set for the bank account, it is the mailer's responsibility to monitor the debit activity as appropriate. The bank account is debited for the total day's postage on the next bank business day.

The postage payment transaction is recorded and can be viewed in the eVS mailer's CAPS account. The eVS transaction ID associated with a postage statement also appears in the CAPS account.

PS Form 6002, Accounts and Services to be Paid Through CAPS, is the form for listing the local account numbers that the eVS applicant wishes to link to the CAPS account. It's required for any eVS applicants linking their unique or additional eVS permit account number(s) to their CAPS debit account.

c. *Mailer Identification (MID) Numbers.* The eVS applicant must have or obtain a unique master MID from the Postal Service for all manifest file transmissions and, if required, obtain additional MIDs for parcel records in the manifest files. The master MID identifies the applicant in eVS, PostalOne!, and sampling databases. Additional MID(s) is required for additional mailing site(s) and is used to designate the applicant's mail facilities, distribution centers, or divisions within the company. Mailers shipping on behalf of one or more clients must request a unique MID for each client to designate package ownership. The eVS applicant must request MIDs through the Business Customer Gateway by navigating to the "Mailer ID" service under "Mailing Services" and then selecting "Request MID." An eVS MID may not be used for non-eVS mail. The following requirements apply to eVS MIDs:

(1) *Use of MIDs.* The following rules apply to the use of MIDs.

(a) *9-digit MIDs.* 9-digit MIDs that have been assigned by the Postal Service for use in eVS and begin with "9" are conforming MIDs. 9-digit MIDs that begin with other than "9" and were authorized prior to March 11, 2007 are designated as nonconforming MIDs and must be migrated to a conforming MID no later than January 2013.

(b) *6-digit MIDs.* 6–digit MIDs may be requested by customers if the volume of parcels to be mailed will cause package identification codes (PICs) on parcels to repeat within a 6-month period. *Note: A 6-digit MID can only be used on parcels mailed using an approved IMpb barcode construct and corresponding file format.*

(c) MIDs Financial Responsibility: Child MIDs that are requested and assigned to a Master MID become the responsibility of the Master MID owner whom they have been assigned to. Payments for any packages that contain the Child MID in the PIC which are determined to be unmanifested by eVS are the responsibility of the Master MID owner to which the Child MID is assigned. When the relationship with the Child MID is severed it is the responsibility of the Master MID owner to ensure the use of the Child MID ceases.

(2) *File Transmission.* A master MID registered to a mailer for eVS must be used in the Electronic File Number (see Pub. 199) in the Header Record of every eVS manifest file transmitted by the mailer. No other MID may be used for eVS manifest files transmitted by that mailer.

(3) *Package Identification Code. Please note for the purposes of this document, alternative terms "Tracking Number" and "Intelligent Mail Package Barcode" or "IMpb" may be used interchangeably to refer to the unique numeric barcoded label identifying a single package.* MIDs used in the Package Identification Code (PIC) (see Pub. 199) in the manifest file Detail Records and the associated parcel barcodes printed on the mailing labels must meet the following requirements**:**

(a) *eVS Master MID.* An eVS master MID is registered and certified only for eVS file transmissions and not for any other service. This MID may also be used as a parcel MID in the PICs in the manifest file Detail Records and the associated parcel barcodes printed on the mailing labels. This MID may not be used for non-eVS mail.

(b) *Parcel MIDs.* eVS applicants and current eVS mailers can request additional parcel MIDs for PICs to identify mailer processing facilities, distribution centers, mailer divisions within a company, and/or mailer clients. Parcel MIDs certified only for eVS, and identified in the database as "labels only" MIDs, may not be used for non-eVS mail. MIDs not certified for eVS but certified for other services such as USPS Tracking may not be used for eVS mail. This requirement will assist mailers and the Postal Service in identifying all mail handled under eVS.

1.3.4 Step 3: Mailer Information and Computer Access

After obtaining or establishing the necessary accounts and paying applicable annual mailing fees (CAPS needs to be notified and initiated the payment process), the applicant must do the following:

a. *Computer Access and eVS Profile.* Customers who have registered on the Business Customer Gateway at https://gateway.usps.com/bcg/login.htm and created their eVS profile will be able to view the eVS Monthly Account and Sampling Summary and related reports, after the eVS application has been processed.

b. *Computer Access and File Transfer.* PS Form 1357-S (*Request for Computer Access*) may be required to set up the out-bound file transfer mechanism from the Postal

Service. Access is via a logon ID and password, unique to each eVS mailer, provided by the Postal Service. PS Form 1357-S is not required if the applicant plans to use Electronic Data Interchange (EDI) or Parcel Data Exchange (PDX).

c. *Online Enrollment.* Complete the Shipping Services Profile. This application collects mailer information necessary to establish an eVS customer profile in the Program Registration database. The following elements are critical:

(1) *Master Mailer Identification (MID) number.* The creation of the mailer's eVS profile in PostalOne! cannot be completed without this number. A master MID must be indicated on the eVS application after it is obtained via Online Enrollment.

(2) *File Testing Mechanism.* Test files are transmitted to the Product Tracking and Reporting system (PTR) TEM server for file processing. Submitted test files are then posted to the mailer's eVS TEM account and evaluated by the Confirmation Services Support at the National Customer Support Center (NCSC). Customers who are manifesting with in-house or non-eVS compliant vendor software must also submit a copy of their test files via email and encrypted to eVS@usps.gov.

(a) *Unregistered MID.* An eVS manifest file Header Record containing a master MID not registered in Program Registration cannot be processed for eVS by PTR and causes the file to fail.

(b) *Registered MID in Pending Status.* An eVS manifest file Header Record containing a master MID registered in Program Registration in a pending status will be processed in *PostalOne!* TEM. A pending status in Program Registration indicates that required file testing and certification have not taken place or have not been successful.

(c) *Registered MID in Certified Status.* An eVS manifest file Header Record containing a master MID registered in Program Registration and having a certified status is processed through eVS production for postage payment.

d. *eVS Manifest Application.* Complete and submit the comprehensive *Electronic Verification System Application* (see Appendix B). The application solicits mailer information for determining the projected level of file testing and estimated range of postal resources needed to help the applicant meet all eVS requirements for manifesting. The application collects the following information:

(1) General information about the applicant's company.

(2) Postal Service account information including permit account number, CAPS account, MID(s), and Customer Registration Identification Number (CRID).

(3) Mail Classes/products used by the applicant.

(4) Acceptance points for mail verification.

(5) Mailer sort facilities for mail preparation.

(6) Entry facilities for mail deposit.

(7) Quality control processes.

(8) Manifest system capabilities.

1.3.5 Step 4: Certification and Quality Control

After completing the applications and all required forms, the applicant must do the following:

a. *Software.* Develop or obtain software that meets eVS electronic file and barcode specifications for producing accurate eVS manifests and barcodes. Mailers have the following options for software and the certification process will depend upon their selection.

1. Internal Software – developed by the eVS mailer

2. Vendor Software – developed and supported by a vendor

3. eVS Compliant Software – developed and supported by a vendor or eVS mailer and evaluated as eVS compliant by the Postal Service

4. eVS Application Program Interface (API) – Register online at USPS Webtools.

5. *Future*: eVS EAGLE Certified Software – developed and supported by a vendor or eVS mailer and certified by the Postal Service

b. *File and Label Certification.* eVS file and label certification consists of two related but independent testing processes:

(1) *eVS Shipping Services Certification.* The eVS Shipping Services Certification process checks the format of eVS electronic files and barcode labels. If the applicant has been previously certified to transmit Shipping Services manifests for USPS Tracking and to generate the corresponding GS1-128 Code barcoded labels, minimal changes are required to meet eVS file and label format specifications. The eVS applicant is required to generate eVS files using the format and coding in Pub. 199 and Appendix G, and to transmit them into TEM (Test Environment for Mailer). The eVS applicant must indicate on the eVS application and Mailer ID application which Shipping Services will be used. The eVS applicant is required to submit eVS barcode labels for Shipping Services (using the appropriate Service Type Code for the service and class being used) corresponding to the PICs in the manifest files.

(2) *eVS File and Label Evaluation.* The eVS evaluation process checks price calculations, entry and destination ZIP Codes, and the application of zones for zone-priced mail, as well as individual coding and coding configurations as specified in Pub. 199 and Appendix G. Label content is also checked to ensure that price and mail class/product markings, ancillary service endorsements, and other markings meet the standards in the DMM.

c. *Quality Assurance.* Develop and administer effective quality assurance procedures to ensure the integrity and accuracy of the mailer's mail production, postage payment, mail classification, and file transmissions as described in chapter 5.

1.3.6 Step 5: Parallel Test and Go Live

After meeting all requirements to participate in eVS, the mailer has the following options to receive Postal Service approval to manifest packages using eVS:

a. *Parallel Test.* This option is only available to customers who are already manifesting packages under a Manifest Mailing System. After file and label evaluation and certification are completed, a parallel test will be recommended. During the parallel test, eVS manifest files are transmitted and mailings are made to determine the accuracy of the mailer's system. In most cases, mailings are presented under both existing manifesting and eVS procedures. The length of a test can vary, based on the issues identified. The test allows the prospective eVS mailer and the Postal Service to resolve potential issues and to monitor the effectiveness of quality control procedures. The following applies:

1. The Postal Service coordinates a parallel test run.

2. During the test period, mailings are deposited and accepted using both eVS and existing manifesting procedures.

3. Postage payment continues under existing processes paid under permit(s) issued locally (not the eVS permit), and the mailer continues to produce required postage statements, manifests, and PS Forms 8125, as applicable, during the test.

4. The mailer monitors the calculated eVS postage adjustments and takes any corrective action necessary to resolve the underlying issues that are causing the adjustments.

5. The length of the parallel test is determined by the complexity of the mailer including the number of mailing sites and mail class/product. The anticipated length will be established before the parallel test begins.

b. *Go live without Parallel Test.* After file and label evaluation and certification are completed, an eVS mailer may choose to go live without a parallel test. No hard copy documentation such as postage statements, manifests, PS Forms 8125 or 5630 is required; however, FAST appointments may be required in lieu of PS Forms 8125 or 5630. PS Form 3152 is still required for Priority Mail Open & Distribute or Priority Mail Express mailers. Mailers are

subject to any additional postage due as a result of the postage adjustment factor, manifest errors, unmanifested, and DDU mis-shipped from the first date of mailing.

1.3.7   Step 6: Mailing Authorization

After meeting all requirements to participate in eVS, the eVS mailer will be provided an authorization to mail through eVS. The authorization contains the terms and conditions for preparing and presenting eVS mailings to the Postal Service. (see Appendix D for a sample).

1.3.8   eVS Participant Checklist

See Exhibit 1.3.8 for the eVS participant checklist.

Exhibit 1.3.8
eVS Participant Checklist

Requirements	Comments	☑

1. Contact the eVS Support Team and Register on the Business Customer Gateway	▪ If not working with HQ Operation Integration Specialist, call 877-264-9693 and request an eVS Support Team member who will serve as your guide through the registration and certification process.
	▪ Register on the Business Customer Gateway (**https://gateway.usps.com/bcg/login.htm**)
	    o Click "Register for Free" to create a new user account and company profile
	    o Select "Online Enrollment" under Shipping Services
	    o Select "Electronic Verification System (eVS)" from the Program list
	    o Select "Mail Owner" or "Mail Service Provider" from the Mailer Type
	    o Click "Continue" to complete your eVS enrollment request
	    Your Profile and Certification Questionnaire are displayed with a standard eVS account profile. Click "Edit Profile" and/or "Edit Questionnaire" to modify answers as appropriate.
		☐

2. Receive eVS Onboarding Kit	The eVS Support Team will provide the additional forms necessary to configure an eVS account for manifest file transmission and postage payment.	

3. Submit eVS Onboarding Kit	▪ Complete the eVS Onboarding Kit; forms are also available online at: **https://ribbs.usps.gov/evs/documents/tech_guides/forms/FORM_3A_EVS_APPLICATION_FORMS_PACKAGE.PDF**
	▪ Submit PS Form 1357-S, if required, to set up the Product Tracking and Reporting System account
	▪ Mail PS Forms 1357S to:
	         eVS Support Team
	         National Customer Support Center (NCSC)
	         225 N Humphreys Blvd. STE 501
	         Memphis TN 38188-1001
	Or by Fax at: 901-821-6244
	Or by email at: eVS@usps.gov
	▪ Pay annual mailing fees (required for Presorted and Destination Entry Mailing)
	▪ Link the permit to the eVS company profile in the Business Customer Gateway
		☐

4. Configure Postage Payment	▪ Complete CAPS (Centralized Account Processing System) Account forms , available at **https://caps.usps.gov/capsform.asp**
	    o PS Form 6002, if required, to link customer bank account to CAPS account (requires eVS permit number)
	    o Mail PS Forms 6002 to:
	      CAPS Service Center
	      USPS
	      2700 Campus Drive
	      San Mateo CA 94497-9433
		☐

	▪ Or by Fax at: 650-377-5336 ▪ CAPS Center shall link accounts to eVS Washington DC 20260, HQ Finance # 66-1204	
5. Complete eVS Application	Complete eVS Application (See Appendix B)	☐
Note: Mailers may not submit test files for certification if they have not completed registration in the Business Customer Gateway and successfully linked their eVS permit to their eVS profile.		
6. Certify Labels and Manifest Files	▪ Submit sample labels for certification with PS Form 5052 (form available in the packet) at: **https://ribbs.usps.gov/evs/documents/tech_guides/forms/FORM_3A_EVS_APPLICATION_FORMS_PACKAGE.PDF** ▪ Submit test Shipping Services File(s) to validate your communication process and manifest content for compliance with eVS requirements ▪ Review Publication 199 to ensure your systems meet the business and technical requirements	☐
7. Parallel Test (optional)	▪ A mailer converting to eVS from an existing USPS Manifest Mailing System may complete a parallel testing process. ▪ Mailers have the option to go live without completing a parallel test.	☐
8. Receive eVS authorization to mail	▪ NCSC will notify via email after all certification and transmission configuration is successful.	☐

1.4 Use of eVS

1.4.1 Required Use

At this time, eVS is not mandatory for parcel mailers and shippers. If eVS is required for electronic manifesting and postage payment at a future date, the timeline for adoption will be announced by the Postal Service in the *Federal Register* and the *Postal Bulletin.*

1.4.2 Optional Use

The use of eVS with all other parcel mail is optional. eVS may be used only for the subclasses and rate combinations available under eVS as shown in Table G–10 in Appendix G. When additional classes and subclasses of parcel mail and additional price categories become available under eVS, the Postal Service will announce those additions in the *Postal Bulletin* and revise this publication. Appendix F contains a listing of applicable prices by destination entry facility.

1.4.3 Mailing Standards

The principal mailing standards for eVS are in DMM 705. The following standards also apply to eVS:

a.   Only items as defined in the DMM may be mailed using eVS.

b.   Assigned eVS permit imprint may only be used as the postage payment method for eVS mailings.

c.   Destination entry rate mail must meet the applicable standards in the DMM.

d.   Presort rate mail must meet the applicable presort standards and volumes in the DMM.

e.   All mail must meet the classification and content eligibility requirements in the DMM. Content Based Prices (Bound Printed Matter, Library Mail and Media) are subject to inspection and review.

f.   eVS mail must be separated from non-eVS mail when presented for mailing. At a minimum, eVS and non-eVS mail must be presented in separate containers and clearly identified.

g.   eVS Containers

All pallets and pallet boxes containing parcels prepared and identified using the Electronic Verification System (eVS) must show "eVS" (or the alternatives "EVS" or "E-VS") either to the left of required line 3 information or directly below Line 3 (origin line) using the same size and lettering used for Line 3.

1.4.4 Postage Computation for Domestic Products

Postage must be computed according to the applicable standards in the DMM, including DMM 604.7.0 for computing postage. The elements used in eVS for the computations of postage are as follows and detailed in Appendixes A and E:

a.   *Postage Amount.* (Detail Record 1 Postage field (see Pub. 199)) In eVS, the determinants of the postage amount are class of mail, rate indicator, destination rate indicator, ZIP Code (along with the header record entry facility is used to calculate applicable zone), processing category, postal routing barcode, weight of parcel, and size of parcel.

The postal routing barcode is a possible determinant of a possible surcharge for the absence of the postal routing barcode as described in 1.4.4.b.

The reported postage amount in the Detail Record 1 Postage field will be validated based on the rate ingredients in the detail record. Any difference between the postage in the file and the eVS recalculated postage will be displayed as a variance in *PostalOne!* The following details how postage is computed for eVS:

(1)   *Postage Amount in Manifest Record.* The recorded postage amount is a single amount that does not include the subtraction of discounts or the addition of surcharges, nonincidental enclosure postage, and Extra Services.

(2)   *Total Postage Amount for Postage Statement.* For the total postage amount for the Postal Service generation of postage statements, eVS adds up the postage amount plus any surcharges minus any discounts reported in the corresponding Detail Record 1 positions (see Pub. 199).

(3)   *Extra Services for Postage Statement.* Total Extra Service fees are calculated separately and reported separately from the postage amount for the generation of postage statements. Detail Record 1 can accommodate up to five Extra Services for each parcel record in all file versions 1.6 or higher. (see Pub 199).

b.   *Surcharges.* Surcharges such as the nonbarcoded parcel surcharge are not included in the calculation of the postage amount in Detail Record 1. For file versions 1.6 or higher, surcharges are coded in the Detail Record 1 Surcharge Type field and the amount is reported in the Detail Record 1 Surcharge Amount field. Table G-8b in Appendix G contains the surcharge codes.

c.   *Balloon Price and Oversized Price.* The balloon price for Priority Mail and Parcel Select and the oversized price for Parcel Select are calculated as follows:

(1)   *Balloon Rate.* Priority Mail and Parcel Select parcels weighing less than 20 pounds and measuring more than 84 inches in combined length and girth, but no more than 108 inches in combined length and girth are charged the appropriate 20-pound price. The 20-pound price is used in the Detail Record 1 Postage field, but the actual weight of the piece must be shown in the electronic manifest file Detail Record 1 Weight field. The appropriate rate indicator code in the Detail Record 1 Rate Indicator field must be used to represent the balloon price. Parcels weighing 20 pounds or more are not subject to the balloon price. The balloon rate conditions vary by mail class/product:

(a) *Priority Mail.* For Priority Mail, the balloon price applies only to those parcels under 20 pounds subject to the balloon price and destined for local and zones 1 through 4. Priority Mail parcels destined for zones 5 through 9 are not subject to the balloon price, regardless of parcel weight and size.

(b) *Parcel Select.* For Parcel Select, the balloon rate applies to any parcel subject to the balloon rate regardless of zone, including Parcel Select rates without zones: destination sectional center facility (DSCF) prices and destination delivery unit (DDU) prices.

(2) *Oversized Rate.* Parcel Select parcels up to 70 pounds measuring more than 108 inches and up to 130 inches in combined length and girth are charged the applicable oversized price. The oversized price is used for the postage amount, but the actual weight of the parcel must be shown in the electronic manifest file. The appropriate rate indicator code in the Detail Record 1 Rate Indicator field must be used to represent the oversized price.

d. *Commercial Plus Cubic Pricing.* Priority Mail parcels must meet specific criteria in the DMM and qualify for this pricing. The cubic prices are not based on weight, but are charged by zone and cubic measurement of the mailpiece with any fraction of a measurement rounded down to the nearest ¼ inch. The appropriate rate indicator must be used in the Detail Record 1 Rate Indicator field as well as the Length, Height, and Width fields must be completed to calculate prices.

Follow these steps to determine the cubic tier measurement for rectangular and nonrectangular parcels:

a. Measure the length, width, and height in inches. Round down each measurement to the nearest 1/4 inch. For example, 6-1/8" x 5-7/8" x 6-3/8" is rounded down to 6" x 5-3/4" x 6-1/4".

b. Multiply the length by the width by the height and divide by 1728. For example: 6" x 5-3/4" x 6-1/4" = 215.6 divided by 1728 = 0.125. See below for corresponding price tiers:

Tier 1 - mailpieces measuring up to .10 cubic foot

Tier 2 - mailpieces measuring more than .10 up to .20 cubic foot

Tier 3 - mailpieces measuring more than .20 up to .30 cubic foot

Tier 4 - mailpieces measuring more than .30 up to .40 cubic foot

Tier 5 - mailpieces measuring more than .40 up to .50 cubic foot

Follow these steps to determine cubic tier measurement for Soft Pack and Padded Envelopes:

a. Measure the length and width separately in inches.

b. Round down each measurement to the nearest 1/4 inch. For example, 10-1/8 inches is rounded down to 10 inches.

c. Add the two measurements together. The maximum total of length plus width cannot exceed 36 inches. See below for corresponding price tiers.

CUBIC PRICE TIERS		LENGTH PLUS WIDTH
0.10	Mailpieces measuring from	0" up to 21"
0.20	Mailpieces measuring more than	21" up to 27"
0.30	Mailpieces measuring more than	27" up to 31"
0.40	Mailpieces measuring more than	31" up to 34"
0.50	Mailpieces measuring more than	34" up to 36"

e. *Priority Mail Dimensional-Weight Pricing.* Priority Mail parcels exceeding 1 cubic foot (1,728 cubic inches) for zones 5 through 9 are subject to dimensional-weight pricing, based on actual weight or dimensional weight, whichever is greater. Priority Mail parcels not exceeding 1 cubic foot for zones 5 through 9 are not subject to dimensional–weight pricing. For Priority Mail parcels subject to dimensional-weight pricing, the appropriate rate indicator must be used in the Detail Record 1 Rate Indicator field. Packages claiming dimensional pricing must also include the package measurements in the Detail Record 1 Length, Width, Height, and Dimensional Weight fields.

The following Steps 1 and 2 provide calculations to determine whether a Priority Mail parcel is subject to dimensional-weight pricing and, if it is, how the dimensional weight is calculated:

(1) Rounded off length is multiplied by rounded off width then multiplied by rounded off height to arrive at total cubic inches.

(2) If the result is 1,728 cubic inches or less, actual weight (the physical weight of the parcel) is used to calculate postage. If the result exceeds 1,728 cubic inches, the parcel shape is used to determine dimensional weight, which is then compared with the actual weight. If the parcel is rectangular, the result is divided by 194 and rounded up to the next whole number. If the parcel is nonrectangular, the result is first multiplied by an adjustment factor of 0.785. If the result exceeds 1,728 cubic inches, that result is divided by 194 and rounded up to the next whole number.

Note — Round Up: Round up requires increasing by 1 the last digit to be kept if there are any digits to its right, regardless of significance (e.g., rounding up either 3.3701 or 3.3790 to two decimal places yields 3.38).

f. *Manifest Pound Weight.* All parcel weights are expressed in decimal pounds rounded off to four decimal places in the electronic manifest. For computing eVS parcel weights, each parcel is weighed individually and not in bulk, regardless of the class of mail.

Note — Round Off: Round off requires increasing by 1 the last digit to be kept if the digit to its right, which is not kept, is 5 or greater. If that digit is 4 or less, the last digit kept is unchanged.

g. *Single-Piece-Price Weight Calculation.* Single-piece price weights are grouped as follows:

(1) Prices for Priority Mail Express, Priority Mail, Priority Mail Open and Distribute, Parcel Select, Media Mail, and Library Mail always use weight rounded off to two decimal places for single-piece price calculation. For example, the Priority Mail price is charged per pound or fraction thereof; any fraction of a pound is considered a whole pound. If an item weighs 4.0051 pounds, eVS would calculate the weight based on postage for a 4.01 pound parcel, and the nearest weight (postage) increment for a parcel weighing 4.01 pounds is 5 pounds. For Parcel Select, Media Mail, and Library Mail, the minimum postage price per piece is the 1-pound price. For Priority Mail not prepared in a flat-rate box or a flat-rate envelope, the minimum postage rate per piece is the 1-pound rate.

(2) First-Class Package Service and Parcel Select Lightweight use weight rounded up to the nearest ounce for a single-piece price calculation. For First-Class Package Service and Parcel Select Lightweight, the minimum postage rate per piece is the 1-ounce (0.0625 pound) rate.

(3) Nonpresorted Bound Printed Matter uses weight rounded up for a single-piece price calculation. The minimum postage price per piece is the 1-pound rate.

(4) Regular and Nonprofit Standard Mail Marketing and Nonprofit Standard Mail parcels weighing 3.3 ounces (0.2063 pound) or less use a single-piece price that is the same regardless of the parcel weight up to and including 3.3 ounces. For example, a Nonprofit Standard Mail parcel weighing 2 ounces (0.125 pound) is

charged the same amount as a Nonprofit Standard Mail parcel weighing 3.3 ounces (0.2603 pound).

h. *Piece-Pound-Price-Weight Calculation.* Prices for Standard Mail weighing more than 3.3 ounces (0.2063 pound) and all Presorted Bound Printed Matter require computing individual piece-pound prices for each parcel as described in the following paragraphs 1 and 2 and as shown in Appendix E:

(1) *Standard Mail.* Standard Mail parcels weighing more than 3.3 ounces (0.2063 pound) require multiplying the weight of each parcel by the applicable pound price and then adding the result to the applicable piece price to arrive at the postage amount of the individual parcel. The pound price includes any applicable destination entry discount.

(2) *Bound Printed Matter.* Presorted Bound Printed Matter parcels require multiplying the weight of each parcel by the applicable zoned pound price and then adding the result to the applicable piece price to arrive at the postage amount of the individual parcel. The pound price includes any applicable destination entry discount. Postage for a Bound Printed Matter parcel weighing 1 pound or less is calculated using the 1-pound rate added to the piece price.

j. *Destination Entry Validation.* Postage for parcels claiming non-DDU destination entry prices will be validated based on the ZIP and destination rate indicator combination provided in the detail record.

(1) *NDC, SCF and ASF entry.* Detail records identifying their destination entry facility as 'B' or 'S' will use the Location Key to cross-reference the Mail Direction File and Address File from the FAST Drop Ship Product to determine if the provided ZIP is eligible for the entry discount claimed. Postage for packages failing this validation will be recalculated without a destination entry discount and additional postage due will be calculated as part of the monthly adjustment.

1.4.5 Postage Computation for International Products

Postage must be computed according to the applicable standards in the International Mail Manual (IMM), including IMM-152 for computing postage. Refer to IMM for a complete list of Country Price Groups and Weight Limits. Individual Country Listings in the IMM specify the conditions for mailing to each destination county. If custom information is included in the eVS manifest, SSF version 1.7 or higher is required along with the use of integrated custom forms (Form specification can be found on RIBBS). The elements used in eVS for the computations of postage are as follows and detailed in Appendixes A and S:

i. *Postage Amount.* (Detail Record 1 Postage field (see Pub. 199) In eVS, the determinants of the postage amount are class of mail, rate indicator, destination rate indicator, Destination Country Code, Country Price Group processing category, weight of parcel, and dimension of parcel. Effective May 31, 2015, refer to IMM for information on Zone Pricing to Canada.

The reported postage amount in the Detail Record 1 Postage field will be validated based on the rate ingredients in the detail record. Any difference between the postage in the file and the eVS recalculated postage will be displayed as a variance in *PostalOne!* The following details how postage is computed for eVS:

(1) *Postage Amount in Manifest Record.* The recorded postage amount is a single amount that does not include the subtraction of discounts or the addition of surcharges, and Extra Services.

(2) *Total Postage Amount for Postage Statement.* For the total postage amount for the Postal Service generation of postage statements, eVS adds up the postage amount plus any surcharges minus any discounts reported in the corresponding Detail Record 1 positions (see Pub. 199).

(3) *Extra Services for Postage Statement.* Total Extra Service fees are calculated separately and reported separately from the postage amount for the generation of postage statements. Detail Record 1 can accommodate up to three Extra Services

for each parcel record for file version 1.7 and up to five Extra Services for each parcel record in all other file versions. (see Pub. 199).

1.4.6 Appointments

After mailings are prepared, the quality assurance described in chapter 5 is performed, and the electronic manifest file is successfully transmitted and received by PTR and eVS, the mailer can deposit mailings directly at the destination entry facility according to the appointment window made through the Facility Access and Shipment Tracking (FAST) system.

eVS mailers who drop ship mail to destination facilities other than a Destination Delivery Unit (DDU) must indicate "eVS content" in the FAST appointment and provide the associated CRID for each eVS mailer whose mail is associated with the appointment. Each DDU must be contacted to set up an appointment for drop shipments destined to DDUs.

OPTIONAL: It is recommended that the FAST appointment confirmation number be placed in the eVS file.

1.5 eVS Permit Imprint Indicia

1.5.1 Requirement

Each parcel included in an eVS mailing must bear the same permit imprint indicia following the standards in DMM 604.5.0 on use and format with these two options:

a. *Company Permit Imprint Indicia.* A company permit imprint indicia displays the name or abbreviation of the eVS mailer's company name, with or without a permit account number. This is the required style for eVS parcel mail unless the mailer has received authorization from the Manager, Product and Payment Systems, to use the permit style in
1.5.1b.

b. *Regular Permit Imprint Indicia.* A regular permit imprint indicia displays the permit account number and city and state where the permit account is held, without the company name or abbreviation of the company name. This style requires authorization from the Manager, Product and Payment Systems. If multiple permits are used for eVS, the permit number in the regular permit imprint indicia must be the master eVS permit number.

1.5.2 Company eVS Permit Imprint Indicia

The marking "eVS" (or the alternatives "EVS" or "e-VS") must appear by itself as the last line in the company eVS permit imprint indicia. As an option, "Permit No." followed by the mailer's exclusive e-VS permit account number may be included as part of the company eVS permit imprint if placed on the line below the company name and above the line containing the marking "eVS." City and state never appear in a company eVS permit imprint indicia.

PARCEL SELECT US POSTAGE PAID PEN SERVICE eVS	PRIORITY MAIL US POSTAGE PAID ABC CO eVS	PRESORTED BPM US POSTAGE PAID J&B FULFILLMENT PERMIT NO # eVS

1.5.3 Regular eVS Permit Imprint Indicia

The marking "eVS" (or alternatives "EVS" or "e-VS") must appear by itself as the last line in the regular eVS permit imprint indicia, below the city and state line. As an option, the ZIP for

the eVS permit (20260) may be included if placed on the line below the permit number. eVS mailers wishing to use this indicia style must receive authorization from the Manager, Product and Payment Systems.

```
┌─────────────────────────┐    ┌─────────────────────────┐
│  PRIORITY MAIL EXPRESS   │    │     FIRST-CLASS PKG      │
│    US POSTAGE PAID       │    │     US POSTAGE PAID      │
│     WASHINGTON DC        │    │      WASHINGTON DC       │
│     PERMIT NO. ###       │    │      PERMIT NO. ###      │
│          eVS             │    │      ZIP CODE 20260      │
│                          │    │           eVS            │
└─────────────────────────┘    └─────────────────────────┘
```
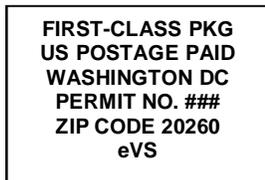
1.5.4 Test Indicator

The marking "eVS Test" must be in the permit imprint indicia for mailers participating in a parallel test while paying postage through a non-eVS manifest system or other means of payment.

eVS mailers wishing not to use "eVS Test" in their indicia style must receive authorization from the Manager, Product and Payment Systems.

```
┌─────────────────────────┐
│     PARCEL SELECT        │
│    US POSTAGE PAID       │
│      PEN SERVICE         │
│       eVS TEST           │
└─────────────────────────┘
```

1.6 eVS Labels

Each parcel mailed under eVS must bear the appropriate eVS label with all the appropriate markings, following the standards in DMM. Please refer to the USPS Parcel Labeling Guide, available on RIBBS, for further details and sample images.

2 Parcel Return Service (PRS) Basics

2.1 Overview

Parcel Return Service (PRS) is a national program that allows return parcel business with the Postal Service using electronic technology. PRS mailers must, at a minimum, pick up from all Sectional Center Facilities (SCFs). This manifesting system allows parcel mailers to document and pay postage by transmitting electronic manifest files to the eVS® database, which is part of the *PostalOne!®* system. PRS Permit holders or their clients may distribute PRS labels to their consumers to make it easy to return merchandise. Return labels may be distributed with the product or printed online. Consumers may return PRS parcels by giving the parcels to Postal Service personnel. PRS parcels are picked up by consolidators or mailers at Return Delivery Units (RDU), or Return Sectional Center Facilities (RSCF). PRS mailers are notified when parcels are available for pick up at RDU postal facilities and pick up as scheduled from RSCF postal facilities.

PRS reflects the existing manifest mailing process, with three distinct differences:
a. *Sampling.* PRS primarily uses destination sampling for RSCF parcels to capture sampling data used to monitor postage and preparation accuracy. PRS sampling may also be conducted at the mailer's facility after parcels have been picked up from postal facilities. For PRS customers who do not have sampling conducted at their facilities, any applicable adjustments will be based on the data collected at RSCF facilities.
b. *Monthly Data Reconciliation.* PRS sampling data is reconciled against all the mailer's manifests received during a calendar month rather than against each individual mailing. For PRS, all packages manifested during a calendar month are treated as a "single mailing" for reconciliation.
c. *Corporate Account.* Regardless of the number of pickup locations, there will only be one PRS account per mailer.

2.2 Mailer Benefits

2.2.1 Mailer Pickup

PRS mail pickup may occur at Return Sectional Center Facility (RSCF) or Return Delivery Unit (RDU) facilities.
a. *RDU Pickup.* PRS agents are notified when packages are available for pick up at RDU facilities. These packages must be picked up by the agent according to the times and frequency identified in their mailing authorization. If these packages are not picked up in a timely manner, they will back flow to the RSCF for pick up.
b. *RSCF Pickup.* PRS agents must pick up parcels from RSCF facilities according to the times and frequency identified in their mailing authorization.

2.2.2 Elimination of Paperwork

PRS significantly reduces paperwork. Hard-copy manifests, postage due summaries for PRS and adjustment worksheets are all replaced with electronic documentation. Electronic files from PRS customers are used to calculate postage which is electronically deducted from the mailer's *PostalOne!* postage payment account.

2.2.3 Online Mailing Data

A PRS mailer can continuously review the reports that include manifest files, postage due summaries, and results of postage samplings online through the Business Customer Gateway where mailers can manage their mailing activity. This data will assist the mailer to monitor the quality of mail and, when necessary, take preventive measures to ensure that discrepancies and possible postage adjustments do not occur or are eliminated promptly.

2.3 PRS Participation

2.3.1 Introduction

Parcel Return Service (PRS) provides the benefits of work sharing to returned parcels; by allowing PRS mailers to pick up parcels from postal facilities and submit manifest files for those parcels after pick up. PRS prices are based on the postal facilities where mail is picked up. Companies who wish to participate must complete the application process outlined in this section. The PRS Participant Checklist is included in Section 2.3.7 for use by customers who are interested in using PRS for postage payment. DMM explains PRS and the requirements to participate.

2.3.2 Step 1: Register for PRS Participation

To register for participation in PRS, the applicant must do the following:

a. *Business Customer Gateway Account.* Access the Business Customer Gateway at https://gateway.usps.com/bcg/login.htm to create a user account. If a user account already exists, establish a PRS profile.

b. *Gather necessary information:* Corporate site address, mailing site address, contact information, banking information for payment.

c. *Business Location.* Ensure the corporate business location for the PRS mailing is accurately identified in the Business Customer Gateway or establish a new location as needed. The mailer's company name as entered in the Business Location is used to identify the mailer's PRS account throughout USPS systems.

d. *PostalOne! Access.* Log-in to add PostalOne! access from the "Request Access" link by selecting "Audit Mailing Activity" under the "Track & Report" heading. The first user requesting access for a business location will be prompted to assume the Business Service Administrator (BSA) role.

e. *PRS Profile.* Log-in to add PRS to current profile from the "Request Access" link by selecting "Manage Electronic Return Activity (PRS)" under the "Shipping Services" heading. The first user requesting PRS for a business location will be prompted to assume the Business Service Administrator (BSA) role for PRS.

f. *Business Service Administrator.* Approve access for multiple representatives that need access to PRS. After the PRS account is established, the user can view the PRS Monthly Account and Sampling Summary and related reports via the "Manage Electronic Return Activity (PRS)" link in the Business Customer Gateway.

g. *Verification Assessment Evaluator* (VAE). This role allows a user to submit a Refund Request or Joint Review Request. The Business Service Administrator (BSA) may assign the VAE role in the Business Customer Gateway.

h. *Test Environment for Mailers Profile.* Log-in to add the Test Environment for Mailers (TEM) access to the current profile by selecting "Electronic Data Exchange (PostalOne!)" under the "Mail & Transport" heading. After the PRS TEM profile is created, the mailer can view postage due statements, manifest errors, and reports generated from submitted test files.

2.3.3 Step 2: PRS Mailer Account Numbers

To participate in PRS, an applicant must establish a new Merchandise Return Service (MRS) permit account, use an existing or establish a new postage payment account, and obtain a Master Mailer Identification (MID) number:

a. *Parcel Return Service Account.* The PRS applicant must establish a Merchandise Return Service permit account number for PRS. To apply for the new Merchandise Return Service account number, the applicant can use Online Enrollment or PS Form 3615; Mailing Permit Application and Customer Profile (see Appendix C). PRS mailers must use a unique merchandise return service permit number. The master permit account number will be used for any adjustments to the PRS account. The following requirements apply to an PRS permit account:

  (1)   *Abbreviations or Aliases.* The PRS business reply label must display the name, abbreviation, or alias reported to the Postal Service for the merchandise return service permit account. The same name is required to appear in the legend on the mailing label. When applying for the new permit, the mailer must include company aliases and abbreviations to be used as alternative names in the permit imprint indicia. For example, Acme Enterprise Solutions may prefer to display "AES" in the permit imprint indicia rather than "Acme Enterprise Solutions."

  (2)   *File Transmissions.* The merchandise return service permit account number and the corresponding 5-digit ZIP Code™ of the Post Office of Account must appear in the Detail Record of all PRS manifest files.

  (3)   *Postage Payment Link.* The merchandise return service permit account must be linked to the mailer's postage payment debit account — a Centralized Account Processing System (CAPS) debit account as described in the PRS checklist — for automatic payment each time a postage statement is generated from the successful PRS processing of manifest file records.

  (4)   *Exclusive PRS Use.* The merchandise return service permit account registered for PRS must be used for all PRS mailings. This restriction ensures that PRS financial transactions remain separate from non-PRS financial transactions related to the same CAPS account. This separation by merchandise return service permit account can assist the PRS mailer in reconciling financial transactions. The exclusive PRS merchandise return service permit account may appear as part of the permit imprint indicia as specified and illustrated in subsection 2.5.

  (5) Annual Permit and Account Maintenance Fees. The PRS mailer pays for the unique PRS Permit through the NCSC. The eVS Program Office will assign the Permit number and notify the mailer. The mailer must pay all applicable permit and account maintenance fees as required by DMM through their CAPS account. If a mailer has a request on record, CAPS may charge the fees automatically when they are due. If there is no request on record, the mailer must contact CAPS to initiate the fees payment process.

    b. *Postage Payment Account.* The mailer must have or establish a PostalOne! postage payment debit account. This account is used for automatic funds withdrawal each time a postage due summary is generated from the PRS mailer's transmitted manifest files. The permit account number registered in PRS is linked to the postage payment account (CAPS account) in PostalOne! to handle the funds withdrawal.

There must be sufficient funds available to cover daily mailing activity and adjustments; if debit limits are set for the bank account, it is the mailer's responsibility to monitor the debit activity as appropriate. The bank account is debited for the total day's postage on the next bank business day.

The postage payment transaction is recorded and can be viewed in the PRS mailer's CAPS account. The PRS transaction ID associated with a postage statement also appears in the CAPS account.

    (1) PS Form 6001, *Centralized Account Processing System (CAPS) Account Application,* is the application for establishing a national CAPS account. All PRS applicants without a CAPS account or wanting a separate CAPS account must complete and submit this form to obtain a CAPS account.

    (2) PS Form 6002, *Accounts and Services to be Paid Through CAPS*, is the form for listing the local account numbers that the PRS applicant wishes to link to the CAPS account. All PRS applicants must complete and submit this form with information to link their unique PRS merchandise return service permit account number to their CAPS debit account.

    (3) PS Form 6003, *Centralized Account Processing System (CAPS) Electronic Funds Transfer Authorization Agreement,* is the form for authorizing the Postal Service to debit the customer's bank account. All PRS applicants must complete this form to establish the debit account required for PRS.

    c. *Mailer Identification (MID) Numbers.* The PRS applicant must have or obtain a unique master MID from the Postal Service for all manifest file transmissions and obtain additional MIDs for parcel records in the manifest files. The master MID identifies the applicant in PRS, *PostalOne!,* and sampling databases. Additional MIDs can be used to designate the applicant's mail facilities, distribution centers, or divisions within the company. Mailers shipping on behalf of one or more clients must request a unique MID for each client to designate package ownership. The PRS applicant must request MIDs through the Business Customer Gateway by navigating to the "Mailer ID" service under "Mailing Services" and then selecting "Request MID." A PRS MID may not be used for non-PRS mail. The following requirements apply to PRS MID:

    (1) *Use of MIDs.* The following rules apply to the use of MIDs.
        (a) *9-digit MIDs.* 9-digit MIDs that have been assigned by the Postal Service for use in PRS and begin with "9" are conforming MIDs that may be used in PRS. 9-digit MIDs that begin with other than "9" and were authorized prior to March 11, 2007 are designated as nonconforming MIDs and must be migrated to a conforming MID no later than January 2013.

        (b) *6*-digit MIDs. 6-digit MIDs may be requested by customers if the volume of parcels to be mailed will cause package identification codes (PICs) on parcels to repeat within a 6 month period.

    (2) *File Transmission.* A master MID registered to a mailer for PRS must be used in the Electronic File Number (see Pub. 199) in the Header Record of every PRS manifest file transmitted by the mailer. No other MID may be used for PRS manifest files transmitted by that mailer.

    (3) *Package Identification Code. Please note for the purposes of this document, alternative terms "Tracking Number" and "Intelligent Mail Package Barcode" or*

"IMpb" may be used interchangeably to refer to the unique numeric barcoded label identifying a single package. MIDs used in the Package Identification Code (PIC) (see Pub. 199) in the manifest file Detail Records and the associated parcel barcodes printed on the mailing labels must meet the following requirements:

(a) *PRS Master MID.* A PRS master MID is registered and certified only for PRS file transmissions and not for any other service. This MID may also be used as a parcel MID in the PICs in the manifest file Detail Records and the associated parcel barcodes printed on the mailing labels. This MID may not be used for non-PRS mail.

(b) *Parcel MIDs.* PRS applicants and current PRS mailers can request additional parcel MIDs for PICs to identify mailer processing facilities, distribution centers, mailer divisions within a company, and/or mailer clients. Parcel MIDs certified only for PRS, and identified in the database as "labels only" MIDs, may not be used for non-PRS mail. MIDs not certified for PRS but certified for other services such as USPS Tracking may not be used for PRS mail. This requirement will assist mailers and the Postal Service in identifying all mail handled under PRS.

2.3.4 Step 3: Mailer Information and Computer Access

After establishing the necessary accounts and paying applicable permit, annual account maintenance and annual mailing fees, the applicant must do the following:

a. *Computer Access and PRS Profile.* Customers must sign-up on the Business Customer Gateway at https://gateway.usps.com/bcg/login.htm or log-in to create a PRS profile under "manage electronic return activity (PRS)". If your company has multiple representatives that need access to PRS, the business service administrator (BSA) for your company will authorize access for these additional representatives. After the PRS account is established, the mailer can view the PRS Monthly Account and Sampling Summary and related reports.

b. *Computer Access and File Transfer.* Complete and submit PS Form 1357-S *Request for Computer Access,* to set up the file transfer mechanism with the Postal Service. Access is via a logon ID and password, unique to each PRS mailer, provided by the Postal Service. PS Form 1357-S is not required if the applicant plans to use Electronic Data Interchange (EDI) or Parcel Data Exchange (PDX). An applicant interested in EDI or PDX should contact Shipping Services Support for information.

c. *Online Enrollment.* Complete the Shipping Services Profile. This application collects mailer information necessary to establish a PRS customer profile in the Program Registration database. The following elements are critical:

(1) *Master Mailer ID (MID).* The creation of the mailer's PRS profile in PostalOne! cannot be completed without this number. A master MID must be indicated on the PRS application after it is obtained via Online Enrollment.

(2) *File Testing Mechanism.* File testing cannot occur until the mailer has received a logon ID and password. The certification profile in Program Registration is used to preset the PRS certification status to pending for testing files and label barcodes. Test files are transmitted to the Product Tracking and Reporting system (PTR) TEM server for file processing. Submitted test files are then posted to the mailer's PRS TEM account and evaluated by the Shipping Services Support at the National Customer Support Center (NCSC).

(a) *Unregistered MID.* A PRS manifest file Header Record containing a master MID not registered in Program Registration cannot be processed for PRS by PTR and causes the file to fail.

(b) *Registered MID in Pending Status.* A PRS manifest file Header Record containing a master MID registered in Program Registration in a pending

status will be processed in *PostalOne!* TEM. A pending status in Program Registration indicates that required file testing and certification have not taken place or have not been successful.

(c) *Registered MID in Certified Status.* A PRS manifest file Header Record containing a master MID registered in Program Registration and having a certified status is processed through eVS production for postage payment.

d. *PRS Manifest Application.* Applicants must submit a letter of request containing the following information to the Program Manager, eVS at 475 L'Enfant Plaza SW RM 3676, Washington DC 20260-3676:

(1) Company name and address

(2) An individual's contact name, telephone number, fax number, and email address

(3) Price category or categories to be used and the proposed retrieval locations (Delivery Units and Sectional Center Facilities)

(4) A description of the electronic returns manifesting system to be used to document returns listed by location and price eligibility

2.3.5 Step 4: Certification and Quality Control

After completing the applications and all required forms, the applicant must do the following:

a. *Software.* Software is needed that can create PRS electronic files and barcode specifications for producing accurate PRS manifests and barcodes.

b. *File and Label Certification.* PRS file and label certification consists of two related but independent testing processes:

a. *PRS Shipping Services Certification.* The PRS Shipping Services Certification process checks the format of PRS electronic files and barcode labels. If the applicant has been previously certified to transmit Shipping Services manifests for USPS Tracking and to generate the corresponding GS1-128 symbology barcoded labels, minimal changes are required to meet PRS file and label format specifications. The PRS applicant is required to generate PRS files using the format and coding in Pub. 199 and Appendix G, and to transmit them through the transmission account established using PS Form 1357-S. The PRS applicant is required to submit PRS barcode labels corresponding to the Package Identification Codes in the manifest files.

b. *PRS File and Label Evaluation.* The PRS evaluation process checks price calculations, pickup facility and return address ZIP Codes, and the application of zones for zone-priced mail, as well as individual coding and coding configurations as specified in Pub. 199 and Appendix G. Label content is also checked to ensure that the legend, mailer identification information and other markings meet the standards in the DMM.

c. *Quality Assurance.* Develop and administer effective quality assurance procedures to ensure the integrity and accuracy of the mailer's returns processing, postage payment, and file transmissions as described in chapter 6.

2.3.6 Step 5: Service Authorization

After meeting all requirements to participate in PRS, the PRS mailer will be provided an authorization to mail through PRS. The authorization contains the terms and conditions for picking-up mail and manifesting PRS parcels to the Postal Service.

2.3.7 PRS Participant Checklist

See Exhibit 2.3.7 for the PRS participant checklist.

Exhibit 2.3.7 PRS Participant Checklist

Requirements	Comments	☑

1. **Contact the eVS / PRS Support Team and Register on the Business Customer Gateway**	• If not working with HQ Operation Integration Specialist, call 877-264-9693 and request an eVS / PRS Support Team member who will serve as your guide through the registration and certification process.
	• Register on the Business Customer Gateway (**https://gateway.usps.com**)
	   o Click "Register for Free" to create a new user account and company profile
	   o Select "Online Enrollment" under Shipping Services
	   o Select "Electronic Verification System (eVS)" from the Program list
	   o Select "Mail Owner" or "Mail Service Provider" from the Mailer Type list
	   o Click "Continue" to complete your PRS enrollment request
	    Your Profile and Certification Questionnaire are displayed with a standard PRS account profile. Click "Edit Profile" and/or "Edit Questionnaire" to modify answers as appropriate.
		☐

2. **Open a unique PRS permit and complete PS Form 1357S**	• Forms are also available online at:
	https://ribbs.usps.gov/evs/documents/tech_guides/forms/FORM_3A_EVS_APPLICATION_FORMS_PACKAGE.PDF
	• Complete PS Form 1357-S, if required, to set up the Product Tracking and Reporting System account
	• Complete PS Form 3615 (annotate PRS on bottom left of the form) to open a permit for PRS use only
	• Mail PS Forms 1357S and 3615 to:
	    eVS / PRS Support Team
	    National Customer Support Center (NCSC)
	    225 N Humphreys Blvd. STE 501
	    Memphis TN 38188-1001
	Or by Fax at: 901-821-6244
	Or by email at: eVS@usps.gov
	• Pay the PRS/MRS Permit Application Fee
	• Link the permit to the PRS company profile in the Business Customer Gateway
	• Note: This logon will allow you to transmit electronic manifest files and access extract files for parcels with any of your PRS MIDs
	• Note: Separate PTR logon ID required for PRS extract retrieval by MID. If there are numerous additional logons needed, please contact the NCSC for assistance.
		☐

3. **Configure Postage Payment**	• Complete CAPS (Centralized Account Processing System) Account forms , available at **https://caps.usps.gov/capsform.asp**
	
	   o PS Form 6001 to establish a new CAPS account
	   o PS Form 6002 to link customer bank account to CAPS account (requires eVS permit number)
	   o PS Form 6003 to authorize the postage payment debit from the company's bank account
	   o Mail PS Forms 6001, 6002 and 6003 to:
	    CAPS Service Center
	    USPS
	    2700 Campus Drive
	    San Mateo CA 94497-9433
	   o Or by Fax at: 650-377-5336
	   o Pay the Annual Account Maintenance Fee
	   o Pay the Annual Permit Fee
	
	• CAPS Center shall link accounts to PRS Washington DC 20260, HQ Finance # 66-1204
		☐

4. **Submit PRS letter to eVS@usps.gov**	Letter must contain all required information as stated in DMM	☐
Note: Mailers may not submit test files for certification if they have not completed registration in the Business Customer Gateway and successfully linked their PRS permit to their PRS profile.		

5. **Certify Labels**	▪ Submit sample labels for certification with PS Form 5052 (form available in the packet) at: https://ribbs.usps.gov/evs/documents/tech_guides/forms/FORM_3A_EVS_APPLICATION_FORMS_PACKAGE.PDF	☐
6. **Transmit test file(s) to PRS PostalOne!**	▪ This process will test your communication process and file content for compliance with PRS PostalOne! Your file must be able to support all possible price ingredients for PRS packages. ▪ Review Publication 199 to ensure your systems meet the business and technical requirements	☐
7. **Receive PRS authorization to mail**	▪ NCSC will notify via email after all certification and transmission configuration is successful.	☐

2.3.8 Mis-sorted Packages

PRS participants must return all mis-sorted packages within 24 hours of pickup, to the originating facility from which the packages were picked up. If assistance is needed in returning the mis-sorted packages please contact your Business Service Network (BSN).

2.3.9 FAST Appointment

PRS participants must schedule a Facility Access and Shipment Tracking (FAST) appointment to pick up PRS packages. The pickup can be made in conjunction with the drop off appointment.

2.4 Use of PRS

2.4.1 Optional Use

The use of PRS is optional and only qualified mailers will be authorized for PRS. PRS may be used only for the mail class/products and rate combinations available under PRS as shown in Table G-10l in Appendix G. DMM defines the mailing standards and criteria for authorization.

2.4.2 Mailing Standards

The principal mailing standards for PRS are in DMM. The following standards also apply to PRS:

a. Only parcels as defined in the DMM may be returned using PRS.

b. Postage may only be paid through PRS accounts for PRS mailings. Postage stamps, pre-canceled stamps, and metered postage may not be used.

c. PRS mailers must set up appointments and pick up at postal facilities according to their service agreement.

d. PRS mailers must transmit an electronic manifest file to eVS within 72 hours from the time of pickup at the RSCF or RDU. There must be separate manifest files for each level (RSCF or RDU).

e.   All mail must meet the classification and content eligibility requirements in the DMM.

f. **Packages shipped from "offshore locations" (outside of the contiguous 48 states as defined in DMM) that are picked up at an RSCF in the US Continental are subject to Parcel Select Ground prices**.

2.4.3 Postage Computation

Postage must be computed according to the applicable standards in the DMM for computing postage. The elements used in PRS for the computation of postage are as follows and detailed in Pub. 199:

a. *Postage Amount.* In PRS, the determinants of the postage amount shown in Detail Record 1 Postage field (see Pub. 199) are mail class/product, rate indicator, destination rate indicator, zone, processing category, and postal routing barcode, and weight of parcel. Each of these determinants is recorded in a separate field in Detail Record 1.

The Detail Record 1 Postage field will be validated based on the rate ingredients in the detail record. Any difference between the postage in the file and the eVS recalculated postage will be displayed as a variance in *PostalOne!* The following details how postage is computed for PRS:

(1) *Postage Amount in Manifest Record.* The recorded postage amount in the Detail Record 1 Postage field is the actual postage amount for the PRS parcel. PRS does not allow for any Extra Services.

(2) *Balloon Price and Oversized Price.* The balloon rate for Parcel Return Service is not a surcharge but a dimensional price. These prices, which are for parcels exceeding certain dimensions, are calculated as follows:

a. *Balloon Price.* Parcel Return Service parcels weighing less than 20 pounds and measuring more than 84 inches in combined length and girth, but no more than 108 inches in combined length and girth are charged the appropriate 20-pound price. The 20-pound price is used for the postage amount in the Detail Record 1 Postage field, but the actual weight of the piece must be shown in the Detail Record 1 Weight field. The appropriate rate indicator code in the Detail Record 1 Rate Indicator field must be used to represent the balloon price. Parcels weighing 20 pounds or more are not subject to the balloon price.

b. *Oversized Price.* Parcel Select parcels up to 70 pounds measuring more than 108 inches and up to 130 inches in combined length and girth are charged the applicable oversized price. The oversized price is used for the postage amount, but the actual weight of the parcel must be shown in the electronic manifest file. The appropriate rate indicator code in the Detail Record 1 Rate Indicator field must be used to represent the oversized price.

b. *Pound Weight.* All parcel weights are expressed in decimal pounds rounded off to four decimal places. For computing PRS parcel weights, each parcel is weighed individually and not in bulk.

*Note — **Round Up:*** Round up requires increasing by 1 the last digit to be kept if there are any digits to its right, regardless of significance (e.g., rounding up either 3.3701 or 3.3790 to two decimal places yields 3.38).

c. *Single-Piece-Price Weight Calculation.* Single-piece price weights are grouped as follows:

Prices for Priority Mail and Parcel Select always use weight rounded up for single-piece price calculation. For example, the Parcel Select price is charged per pound or fraction thereof; any fraction of a pound is considered a whole pound. If an item weighs 4.0051 pounds, the weight (postage) increment is 5 pounds. For Parcel Select, the minimum postage price per piece is the 1-pound rate. For Priority Mail not prepared in a flat-rate box or a flat-rate envelope, the minimum postage price per piece is the 1-pound price.

d. *Return Facility and Pickup Facility Identification.* The 5-digit ZIP Code of the RNDC, RSCF or RDU postal facility where the mail is picked up must be provided in the Header Record Entry Facility ZIP Code field. The origin 5-digit ZIP Code for an individual PRS package must also be provided in the Detail Record 1 Destination ZIP Code field.

2.5   PRS Labels

Each parcel mailed under PRS must bear the appropriate PRS label with all the appropriate markings, following the standards in DMM. Please refer to the USPS Parcel Labeling Guide for further details and sample images.

3 Electronic Files and Manifests

3.1 eVS File and Manifest Structure

3.1.1 eVS Process

eVS requires the creation of an electronic file containing specific data records organized into manifests. Each manifest within the file corresponds to a data record for each destination entry facility or each origin entry Post Office, with data records for the parcels grouped under the data record for the entry facility or entry Post Office.

eVS mailers transmit electronic files to the Postal Service Product Tracking and Reporting system (PTR), which is also used for Shipping Services. Business rule validations and record filtering occur in PTR. Successfully accepted records are forwarded to the eVS database. Records with errors in eVS will appear in the manifest error report.

The successfully accepted records are used by eVS to generate electronic postage statements for automatic debiting of the mailer's postage payment account. However, eVS cannot process and charge postage on any files transmitted with a set of mixing file format versions in the same file transmission.

For PRS files, the actual file layout remains the same as eVS, however, specific PRS record positions are identified within the file layout in Pub. 199.

3.1.2 File Format and Layout

eVS and Shipping Services use a similar file format. Certain fields not required for Shipping Services are *mandatory* for eVS. These fields must be populated for postage payment and verification purposes.

If the mailer chooses *not* to populate the full layout, the mailer must include the optional fields, shaded in gray and noted by position number in the heading. These fields must be filled using the default values indicated in the "Content Rules and Limitations" column in Pub. 199. Record lengths must not vary. They must be the exact length shown in the record formats.

Publication 199 contains the eVS file layout for file version 1.6 or higher including all required fields. The higher file versions, 1.7 or 2.0, offers the greatest amount of flexibility features to mailers particularly with custom forms, extra services and IMpb compliance. The use of newer version enhances positioning in marketplace. Different file versions cannot be combined in the same file transmission.

3.1.3 File, Manifest, and Records

The eVS electronic manifest file version 1.6 or higher consist of three types of records: the Header Record (identified as H1), Detail Record 1 (identified as D1), Detail Record 2 (identified as D2), Detail Record 3 (identified as D3) and Detail Record 4 (identified as D4) for file version 1.7 or higher. The following definitions standardize terminology in this technical guide:

Record. A record consists of a specific number of bytes representing data either about a specific entry facility (Header Record) or a specific parcel (Detail Record 1).

Manifest. A manifest consists of one Header Record and one or more Detail Records 1. A manifest may never contain more than one Header Record.

File. An electronic file, at a minimum, must contain at least one manifest. Most files generally consist of many manifests identified by unique Header Records.

3.1.4 Header Record

The Header Record in file versions 1.6 or higher, which is 130 bytes long, contains general information about the mailer and specific information about the mailing, such as date and time of mailing and place of deposit for destination rate entry parcels or place of mailing for origin entry parcels. The Header Record contains the transaction ID and mailer's master MID.

Each Header Record in the electronic manifest is identified by an Electronic File Number (EFN) that must remain unique for a 120-day period from first use. All Header Records must contain Service Type Code (STC) "750" for file versions 1.6 or higher. For eVS mailings, the Header Record must display the value '1' in the "Electronic File Type" field for file versions 1.6 or higher. Pub 199 contains complete information about all required Header Record fields and their content.

The Header Record also shows the total number of records in the manifest, which consists of one Header Record and all Detail Records under the Header Record. Each parcel is represented by an individual Detail Record 1 under the Header Record.

3.1.5 Detail Record 1

Each Detail Record 1 in file versions 1.6 or higher, which is 500 bytes long, contains information about an individual parcel under the Header Record in the electronic manifest. Information about the parcel includes permit and post office of account for payment, mail class, destination ZIP Code, postage amount, weight, processing category, rate and destination rate indicators, zone, postal routing barcode, Extra Services such as USPS Tracking, and any discount or surcharge.

The recipient name and address information is required in the Shipping Services File version 1.7 or 2.0 Detail Record 1 for accountable Extra Services parcels and mailpieces in the mailing (for example, Insured and Collect on Delivery). Customers must populate the recipient name and delivery address in Detail Record 1 in file versions 1.7 or 2.0 for parcels or mail pieces with accountable Extra Services. This information is accepted for eVS mail but not visible on the eVS PostalOne! site.

3.1.6 Detail Record 2

Detail Record 2 in Shipping Services File version 1.6 or higher, which is 500 bytes long, contains recipient name and address information as well as fields for email and SMS address for the recipient and sender. The recipient name and address information is required for accountable Extra Services pieces in the mailing (for example, Insured and Collect on Delivery (COD)). Detail Record 2 in file version 1.6 or higher, must be populated with the recipient name and address information for packages with accountable Extra

Services. This information is accepted for eVS mail but not visible on the eVS PostalOne! site.

On an exception basis, mailers shipping parcels and mailpieces with accountable Extra Services such as Insurance or COD may prepare and submit hard copies or approved electronic facsimiles of PS Form 3877, Firm Mailing Book for Accountable Mail, to the district business mail entry unit at the Post Office of acceptance serving the mailer's corporate office until the customer's system can be modified to provide this information electronically in the Shipping Service File.

3.1.7 Detail Record 3

Detail Record 3 in Shipping Services File version 1.7 or higher contains international customs information including sender and recipient names and address as well as description of package. This record is only to be used for mailing international parcels mailings.

3.1.8 Detail Record 4

Detail Record 4 in Shipping Services File version 1.7 or higher contains International Customs information as well as package's content description. This record is only to be used for mailing international parcels. More than one Detail Record 4 may exist per mail piece (D1) record.

3.2 Post Office of Account and Post Office of Mailing

3.2.1 Description

Prior to the conversion of eVS permits to a national account, the Post Office of Account was the Post Office where the eVS mailer held the permit account number used exclusively for all eVS mailings, maintained the *PostalOne!* postage payment account used for eVS withdrawals, and paid any applicable annual presort and destination entry mailing fees used for eVS mailings.

All eVS mailers will hold accounts under the new Post Office of Account ZIP 20260 (Washington DC).

3.2.2 Post Office of Mailing (Entry Facility Zip Code)

This information is required in the Entry Facility Zip Code field of the Header Record. It's the 5-digit ZIP Code of postal facility where the mail is tendered.

3.2.3 Mailings with Accountable Mail

For mailings with Insurance or COD, mailers must use Shipping Services version 1.6 or higher to provide recipient name and address information electronically to meet requirements for accountable Extra Services mail.

On an exception basis, mailers shipping parcels and mailpieces with accountable Extra Services such as Insurance or COD may prepare and submit hard copies or approved electronic facsimiles of PS Form 3877, Firm Mailing Book for Accountable Mail, to the district business mail entry unit at the Post Office of acceptance serving the mailer's corporate office until the customer's system can be modified to provide this information electronically in the Shipping Service File. PS Form 3877 lists all parcels with Extra Services included in the mailing made that day and contained in the corresponding manifest file records. The form must include data elements from those manifest file records such as Package Identification Code and manifest Header Records.

3.2.4 Verification Function

Information from FAST will be used to populate reports for eVS to display where mail will be deposited to facilitate sampling when needed at destination entry facilities, except DDUs.

The Post Office of Mailing does not collect or request postage statements, manifests, or PS Forms 8125 related to eVS mailings, unless under parallel testing. The Post Offices of Mailing generally do not perform onsite verification or sampling of destination entry eVS mailings; unless established at start up. However, they generally do perform origin entry verification at either the mailer's facility or the Post Office of Mailing.

3.3 File Format and Transmission

3.3.1 File Format

eVS mailers must format their files in one of the following:

a. Flat file. The flat file format details are in the file layout in Pub. 199.
b. Electronic Data Interchange (EDI). Mailers wishing to use EDI with the Postal Service must be established as an EDI trading partner.

3.3.2 Transmission Methods

eVS mailers must transmit their eVS electronic manifests to the Postal Service Product Tracking and Reporting system (PTR) using one of the following communication protocols:

a. Package Data Exchange (PDX): USPS offers a free API or browser interface through Business Customer Gateway (BCG). New mailers will be defaulted to PDX.
b. AS2: S/MIME over HTTP(S) - This option requires that the Business Partner also use an EDIINT/AS2 capable software product. There are more than 20 interoperable EDIINT certified software products currently available; for further information contact the DTS help desk at 919-501-9850 or BDM-DTS-EDI@usps.gov.
c. SFTP/PGP — The Postal Service provides an SFTP solution to allow direct transmissions of files to the Postal Service and for delivery of files to business partner SFTP servers. The Postal Service also provides a solution for business partners that do not have an SFTP server to use SFTP to PUT/deposit and GET/pickup files.

3.3.3 Duplicate Records

Mailers must not repeat (duplicate) Electronic File Numbers (EFNs) used in Header Records or Package Identification Codes (PICs) used in Detail Records 1 for 120 days from date of first use. Duplicate records compromise the usability of tracking information and the integrity of eVS file and payment reconciliation, creating additional work and expense for the mailer and the Postal Service.

Duplicate records accidentally created and transmitted to eVS are handled as follows:

a. *Header Records.* Duplicate Header Records with the associated Detail Records 1 that are successfully processed by PTR will be forwarded to eVS. For Duplicate EFNs, eVS will process any unique PICs which have not been previously manifested within the past 120 days.

b. *Detail Records 1.* Duplicate Detail Records 1 processed by PTR, whether duplicated within the same file, same manifest or previously manifested within the past 120 days, are forwarded to eVS. eVS will process the duplicate Detail Records 1 and charge for these duplicates as part of the normal automatic postage debiting process.

3.3.4 File Retransmission for File Versions 1.6 or higher

Files may be rejected during processing for a number of different reasons. EDI may reject a file if the control number is duplicated within the last 60 days. PTR or eVS will reject a file if there is an error in the header record (see Publication 199, *Intelligent Mail Package*

Barcode (IMpb) Implementation Guide for Confirmation Services and Electronic Verification System (eVS) Mailers, for details). eVS may reject a file if the EFN has been duplicated within the last 120 days and contains non-unique PIC(s).

a. Mailers who need to retransmit files when they are rejected must follow this process:
  (1) If the file was rejected by EDI:
    a. Make sure that the control number is not duplicated within a 60-day period and resubmit the file.
  (2) If the file was rejected by PTR:
    a. Make sure that the date of mailing is within the last 30 days and the same file can be retransmitted.
    b. If resubmitting files during the reconciliation period, use the last day of the previous month for the date of mailing within the manifest file.
    c. If entire file was not rejected, do not resubmit entire file, because eVS will charge postage for all parcels in the file.
  (3) If the file was rejected by eVS:
    a. Make sure that the EFN is not duplicated within a 120-day period.
    b. Use the same non-duplicate EFN, but make sure the file type is changed to "Corrections", because eVS will not accept the same EFN as a "Tracking & Postage" file type within a 120-day period.
b. To submit a record (PIC) that has been rejected as manifest error:
  (1) If the record (PIC) was rejected by PTR:
    a. Make sure that rate ingredients have been corrected that caused the error.
    b. Use the same EFN, but make sure that the file type is changed to "Corrections" to prevent the file from being rejected as invalid.
    c. Resubmit only the records that had errors using a new EFN.
  (2) If the record (PIC) was rejected by eVS:
    a. Rejected records should appear in the manifest errors report.
    b. Use the same EFN, but make sure that the file type is changed to "Corrections", because eVS will not accept the same EFN as a "Tracking & Postage" file type within a 120-day period.
    c. As a reminder, all unmanifested parcels, sampled parcels with missing manifests, and manifest errors must be manifested by the 10th of the subsequent month to prevent adjustments for additional postage.

3.3.5 Transmission Reports

Notice of electronic file transmission acceptance or rejection is displayed in the Product Tracking and Reporting system (PTR) Confirmation Error/Warning Report. A PTR Confirmation Error/Warning Report is generated by PTR for each transmitted manifest and forwarded to eVS and the mailer. The first successfully transmitted Header Record found in the PTR batch file will be used to represent the manifest transaction in eVS.

Publication 199 contains more information about the file transmission process and is available at https://ribbs.usps.gov/index.cfm?page=intellmailpackage

3.3.6 Test Environment for Mailers (TEM)

PTR and PostalOne! maintain separate test environments that duplicate the current functionality of their production counterparts. During the file certification process, eVS mailers should submit manifest test files to the PTR TEM. eVS manifest files received in the PTR TEM are processed and routed to the *PostalOne!* TEM where eVS generates postage statements and all corresponding reports.

eVS mailers are encouraged to continue their TEM use after they have begun live mailings in eVS. TEM allows mailers to validate internal software changes as needed without a formal testing schedule.

a. To submit a test manifest via the PTR TEM:

(1) Follow the **Parcel Data Exchange (PDX) or Secure File Transfer Protocol (SFTP)** access instructions provided by the NCSC.

(2) Submit test manifest files **via PDX or SFTP. For PDX: In the Business Customer Gateway, navigate to Shipping Services, then PDX, and select "Test Environment for Mailers" before uploading a manifest. For SFTP: submit manifest files to the location specified by NCSC.**

(3) Retrieve the corresponding CEW and payment extract test files via **PDX or via the SFTP location specified by NCSC, depending on the method in which you submitted the manifest files**.

b. To access the eVS TEM:

(1) Log into the Business Customer Gateway.

(2) Click the Electronic Data Exchange (PostalOne!) link under the Design & Prepare heading.

(3) Select Mailing Reports from the "Audit Mailing Activity" menu.

(4) *For eVS:* Click the "Electronic Verification Activity (EVS)" link.
For PRS: Click the "Electronic Return Activity (PRS)" link.

The eVS TEM provides the Monthly Account and Sampling Summary as well as eVS Customer Reports based on test manifests received via PTR TEM. These reports allow a mailer to monitor the accuracy of test manifests, validate postage payment calculation and take any necessary corrective action to improve manifest quality prior to manifest submission in the production eVS environment.

3.3.7 PostalOne Contingency Plan

a. eVS System Outage

If there is a system outage, hard copy postage statements will not be required and mailings will not be held from processing.

If mailers do not see a file in PostalOne/eVS, contact the eVS help desk at 877-264-9693 or eVS@usps.gov to ensure that files have been received. Provide the helpdesk with EFNs or file names along with transmission date and time.

b. PTR System Outage

If there is a system outage that impacts the receipt and processing of the files, a non-compliance fee for manifest file requirement will not be assessed.

If mailers do not receive a CEW report within 4 hours after file submission, mailers need to verify that their internal system is functioning correctly and to contact the eVS or confirmation services help desk to ensure that mailer files have been received. Provide the helpdesk with EFNs or file names along with transmission date and time.

c. eVS Mailer Outage

If a mailer is unable to submit file(s) due to a mailer outage, a help desk ticket must be initiated and provide the details of the issue as well as any pertinent information about the mailing. Once the mailers system is restored, mailers must submit all files within three business days. After three days, a noncompliance fee may be assessed.

4 Postage Verification and Adjustment

4.1 Online Information

4.1.1 Purpose

eVS is designed to allow the mailer and the Postal Service to monitor the receipt of electronic manifests and to analyze the results of parcel sampling performed by specially trained Postal Service employees. Ongoing review of this online information is critical in order to pinpoint problems, find their root causes, and take appropriate action to resolve the problems and prevent their recurrence.

4.1.2 Information Access

Information for the current month is displayed on the eVS Monthly Account and Sampling Summary page. This summary report consolidates financial data from manifest files, postage statement generation, and sampling data. The eVS Monthly Account and Sampling Summary page is the first page accessed for an account and is also referred to as the landing page.

The eVS Monthly Account and Sampling Summary consists of four distinct but related sections:

a.   Mailer Information.

b.   Monthly Account Summary.

c.   Monthly Sampling Summary.

d.   Monthly Adjustment Summary.

Various links on the eVS Monthly Account and Sampling Summary provide access to other important eVS reports used for checking data flow and postage payment. Chapter 6 describes these reports generated and posted in the eVS PostalOne! module for the mailer and the Postal Service.

4.2 Sampling Data

4.2.1 Collection Frequency and Locations

The Postal Service captures package sampling data continuously as part of the eVS mailing and verification process. The collection of sampling data takes place at destination network distribution centers (DNDCs), destination auxiliary service facilities (DASFs), destination sectional center facilities (DSCFs), and destination delivery units (DDUs). The Postal Service may also collect sampling data at the mailer's plant or at the origin Post Office.

4.2.2 Reconciliation Period and Reports

Throughout the month, eVS continuously reconciles package sampling data against the records in the mailer's electronic manifest files received during the month. The actual reconciliation period for package sampling data includes the month itself and the first 10 days of the following month.

a.   *Manifests.* eVS matches data for sampled packages against data in the manifest records transmitted during that particular month. For example, manifests for June mailings that are transmitted from June 1 through June 30 will be used for reconciliation. Additionally any reconciliation file for unmanifested data or manifest errors submitted through July 10 will be included as described in 4.3.11.

b.   *Sampling Data.* Sampling data for a specific month includes package samples taken during the month as well as samples taken the first 5 days of the following month if those samples can be matched against records that are part of a manifest transmitted during that particular month. For example, samples taken from July 1 through July 5 that can be matched against manifests with a transmission date between June 1 and June 30 are reconciled to June.

4.2.3 Sampling Summary Information

Information about the continuous sampling reconciliation — sample data matched with the corresponding manifest data — appears on the eVS Monthly Account and Sampling Summary page in the Monthly Sampling Summary section. For packages sampled and used to compute the postage adjustment factor (PAF), the Monthly Sampling Summary displays two running postage amounts that reflect the ongoing sampling process. The eVS mailer can view and analyze the detailed information for the following two totals by checking the eVS Monthly Account and Sampling Summary page on the eVS Web site:

a.   *Actual Postage of Pieces Sampled.* This amount reflects the total postage computed from the sampling data input by the Postal Service sampler.

b.   *Manifest Postage of Pieces Sampled.* This amount reflects the total manifest postage computed for the corresponding package records. The Postal Service uses the postage elements reported in the mailer's manifest parcel records for recalculating the manifest postage.

4.3 Postage Adjustments

4.3.1 Postage Adjustment Factor (PAF)

A separate postage adjustment factor (PAF) is calculated for each mail class/product sampled by dividing the total postage for the samples by the total postage recalculated by the Postal Service for the corresponding package records in the mailer's manifest file. The Postal Service recalculates manifest postage using rate-specific data elements exactly as coded in the mailer's manifest.

If the results of the monthly sampling indicate that total manifest postage for the mail class/product sampled — as recalculated by the Postal Service for the sampled packages — is underpaid by more than 1.5% (that is, the PAF is greater than 1.015), the Postal Service assesses additional postage due by multiplying total recalculated manifest postage for the month by the PAF multiplier (the PAF minus 1). For example, if the PAF equals 1.021, the PAF multiplier applied against the manifest postage for the additional postage due is 0.021. Each mail class/product manifested and sampled may be subject to a PAF.

It is expected that each mail class/product sampled would have a minimum of 250 packages sampled per month. However, when there are fewer actual samples taken resulting in a PAF exceeding 1.015, the Postal Service will perform additional validation of the sample. We will estimate a standard error for a total constructed from an estimated

ratio computing a 95% confidence limit from this standard error using the t-distribution. Additional postage due will be calculated from this model.

Any additional postage due is collected on the 21st day after the last day of the monthly accounting period. Mailers have the first 10 days of the following month to review their account and notify the Postal Service if they will need (see 4.3.11) the 10-day joint Mailer/Postal Service sampling data review (see 4.3.12), providing details to be used for joint review.

Incorrectly priced parcels, and mis-shipped DNDC and DSCF parcels can contribute toward possible additional postage due. If postage is overpaid, no postage adjustment is made for the month, although overpayments made during a month offset underpayments. The mailer can minimize the potential for both overpayments and additional postage assessments by monitoring the results of samplings and taking corrective action on subsequent mailings.

4.3.2   Unmanifested Packages

Unmanifested packages include packages that were accepted and scanned by the Postal Service for which the Product Tracking and Reporting system (PTR) and eVS never received or successfully processed electronic manifest records representing the packages.

Any sampled packages that are unmanifested are charged actual postage at published prices based on the measured characteristics of those packages. Any packages that are unmanifested but were not sampled are charged an average per-piece calculated price by mail class. This per-piece price is calculated using the average postage, at published prices, for the mailer's sampled packages of that mail class.

4.3.3   Duplicate Packages

Parcel records appear in this report when they have received multiple Delivered scan events from the Product Tracking and Reporting system (PTR) without corresponding payment records for these packages. Mailers are responsible for payment of all duplicate packages.

Duplicate packages include packages with an eVS MID that were accepted and scanned by the Postal Service for which PTR and eVS have received either a) Delivered scan events in multiple ZIP Codes or b) Delivered scan events in the same ZIP Codes across multiple days or c) Multiple delivered scan events representing multiple packages delivered on the same day.

For eVS packages identified by PTR as a duplicate, postage due is collected on the 21st day after the last day of the monthly accounting period using the applicable unmanifested per piece charge (as defined in 4.3.2).

If a mailer submits a manifest containing detail records matching the PICs of duplicate packages, eVS reconciles the PIC and manifest destination ZIP to the corresponding duplicate record in order to recognize payment and determine which of the duplicate PICs is removed from the pending adjustment. eVS also maintains a count of duplicate records for each PIC; only those duplicates for which no matching manifest record is found will be charged as part of the duplicate packages adjustment.

Packages that are determined to be duplicate by other means that do not appear on the Duplicate Report are charged as an Ad-hoc adjustment.

4.3.4   Mis-shipped Parcels

Parcels deposited by an eVS mailer at an incorrect entry facility are termed "mis-shipped" parcels and are handled as follows:

a.   *Destination Delivery Unit Parcels.* Mis-shipped destination delivery unit (DDU) parcels are each charged additional postage derived from the difference between the postage recalculated by the Postal Service for the corresponding parcel records in the mailer's manifest file and the applicable non-destination-entry single-piece price for the mis-shipped DDU parcel as defined in the *Domestic Mail Manual.* In the case of a Standard Mail or Parcel Select Lightweight parcel, the mailer is charged the difference between the manifested postage and the appropriate First-Class Package Service single-piece price.

Mis-shipped parcels appear in the DDU Confirmation Services Mis-shipped Report in eVS. Postage for mis-shipped Confirmation Services parcels is calculated daily. The mailer's *PostalOne!* postage payment account is debited on the 21st day of the following month for the additional mis-shipped postage accumulated during the previous month. Mis-shipped DDU parcels are not included in the postage adjustment factor described in 4.3.1.

b.   *Destination Network Distribution Center and Destination Sectional Center Facility Parcels.* Mis-shipped destination network distribution center (DNDC) and destination sectional center facility (DSCF) parcels are not individually charged as mis-shipped parcels as done for mis-shipped DDU parcels. Instead, the difference in postage between the recalculated manifest postage and the postage calculated for any sampled mis-shipped DNDC or DSCF parcel becomes part of the postage adjustment factor for sampled parcels. Sample postage for mis-shipped DNDC and DSCF parcels is calculated at the appropriate non-destination entry price, including rezoning as necessary.

Exhibit 4.3.4

Mis-shipped Validation for DDU Entry discount:
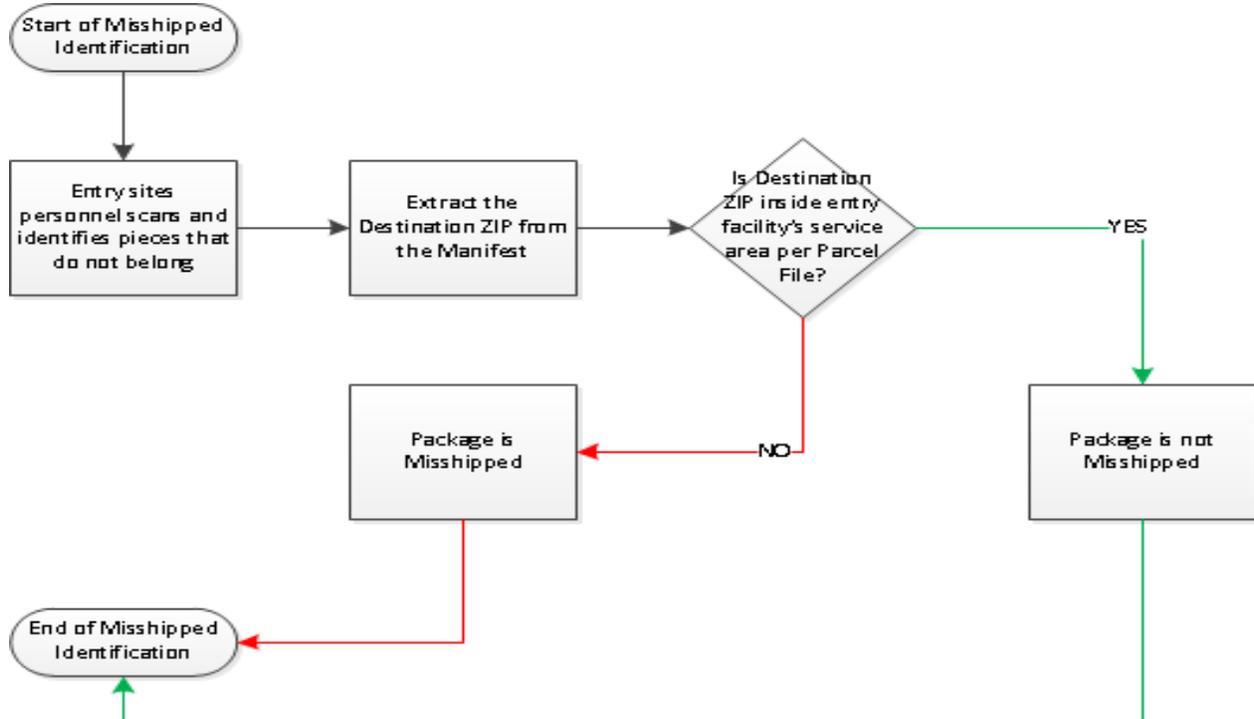
4.3.5 Manifest Errors

The Postal Service uses the rate ingredients within the file to calculate postage for each package. This is referred to as the eVS recalculated postage within eVS reports. In the event a rate ingredient combination does not produce a valid price, the PICs for these packages will be placed into the Manifest Error Report. Mailers may resubmit manifests during the current month through the 10th of following month to correctly pay for these packages. When packages with correct rate ingredients are manifested, they are removed from the Manifest Error Report.

Postage for packages manifested using an invalid rate ingredient combination will be re-rated based on consideration of the valid information in the manifest detail record. The adjustment postage may be calculated outside of the automated recalculation if sufficient information is available. The most accurate of the available postage calculations will be used to determine the manifest error adjustment:

a. *Individual postage per piece based on package details.* If the eVS mailer and/or eVS analyst are able to identify the intended postage rate that is appropriate based on package details, the appropriate and corresponding postage from the current published Notice 123 Price List will be assessed for those packages.

b. *Mailer manifested postage per piece.* If the eVS mailer and/or eVS analyst are able to identify the intended postage rate that is appropriate based on package details and agree that the original manifest postage was accurate, the original manifest postage will be assessed for packages remaining in the report.

c. *Average per unit postage price for the mail class/product.* If the required information in addition to the mail class/product cannot be determined, the average per unit postage price for the mail class/product mailed will be charged for the packages remaining in the report.

d. *Average per unit postage price for all mail classes/products.* If the mail class/product cannot be determined, the average per unit postage price for all mail classes/products mailed will be charged for the packages remaining in the report.

eVS will include the calculation of appropriate extra service fees as identified in the manifest by Service Type Code (STC) and/or Extra Service Code for individual manifest error records.

If a mailer is using the new Intelligent Mail Package Barcode (IMpb) and file versions 1.6 or higher, a correction file must be submitted using the original EFN. Only PICs for which postage was not processed in the original submission should be included with the correction EFN.

4.3.6 Presort Eligibility

eVS includes a verification of presort rate eligibility based on manifest data; if a mailer does not meet the minimum volume for a mailing, the mailer does not qualify for presorted prices. eVS defines a mailing as all parcels mailed with the same Date of Mailing in a given Mail Class.

eVS aggregates manifest package data by mail class and mailing date to define a mailing for the purposes of presort eligibility. eVS mailers must meet all piece and/or pound minimums as defined in the DMM. eVS will recalculate postage for all PICs that are part of a mailing that fails this validation. The additional postage will be assessed as part of the monthly Presort Rate Eligibility Adjustment.

Parcels that do not meet the minimum piece and/or pound volume to claim presort prices for the mailing date indicated are re-rated as follows:

a. *First-Class Package Service*: All manifested First-Class Package Service parcels are re-rated as single piece First-Class Package Service.

b. *Standard Mail*: All manifested Standard Mail parcels are re-rated as single piece First-Class Package Service.

c. *Parcel Select*: All manifested Parcel Select parcels are re-rated as single piece Parcel Select Ground.

d. *Parcel Select Lightweight*: All manifested Parcel Select Lightweight parcels are re-rated as single piece First-Class Package Service.

e. *Bound Printed Matter:* All manifested Bound Printed Matter parcels are re-rated as nonpresorted Bound Printed Matter.

f. *Media Mail*: All manifested Media Mail parcels are re-rated as single piece Media Mail.

g. *Library Mail*: All manifested Library Mail parcels are re-rated as single piece Library Mail.

4.3.7 Destination Entry Eligibility

eVS includes a verification of destination entry eligibility based on manifest data for packages identified as DNDC or DSCF entry; if a mailer does not deposit mail at the correct entry facility, the mailer does not qualify for destination entry prices.

For all packages that identify DNDC or DCSF entry based on the Destination Rate Indicator, eVS validates that the Package Destination ZIP is within the service area for the Entry Facility ZIP. This validation matches the "Locale Key" from the Mail Direction File to the "Delivery Address ZIP(s)" from the Address File based on a matching "Drop Ship Discount Type Code".

a. *Locale Key.* eVS looks up the Locale Key based on the Destination ZIP. eVS queries the Mail Direction File for a Locale Key with a corresponding "Drop Ship Discount Type Code" ('B' for DNDC and 'S' for DCSF). Multiple Locale Keys may be returned from this lookup.

   NOTE: Locale Key is derived by using a subset of the Drop Site Key in the Address File. Locale key is located in positions 2-7 of the Drop Site Key.

b. *Manifest Mailing Date.* eVS validates the manifest Date of Mailing is within the Mail Direction File's "Effective Start Date" and the "Actual Drop End Date".

c. *Delivery Address ZIP(s).* Using the "Locale Key(s)" from the above lookup, eVS matches the "Delivery Address ZIP(s)" from the Address File where the "Drop Ship Discount Type Code" is a match, and compares them to the Manifest Header's Entry Facility ZIP. If a ZIP match is found, the destination entry rate shall be allowed.

eVS will recalculate postage for each individual PIC that fails this validation. The additional postage will be assessed as part of the monthly Destination Entry Eligibility Adjustment.

Parcels that do not meet the eligibility requirements to claim destination entry prices are re-rated as follows:

a. *Standard Mail*: All manifested Standard Mail parcels are re-rated as "None" entry discount at the Mixed NDC price.

b. *Parcel Select*: All manifested Parcel Select parcels are re-rated as single piece zone-priced Parcel Select Ground.

c. *Parcel Select Lightweight: All manifested* Parcel Select Lightweight parcels are re-rated as "None" entry discount at the Mixed NDC price.

d. *Bound Printed Matter:* All manifested Bound Printed Matter parcels are re-rated as "None" entry, presorted zone-priced Bound Printed Matter.

Exhibit 4.3.7a

Destination Entry Validation for NDC or SCF entry discount:
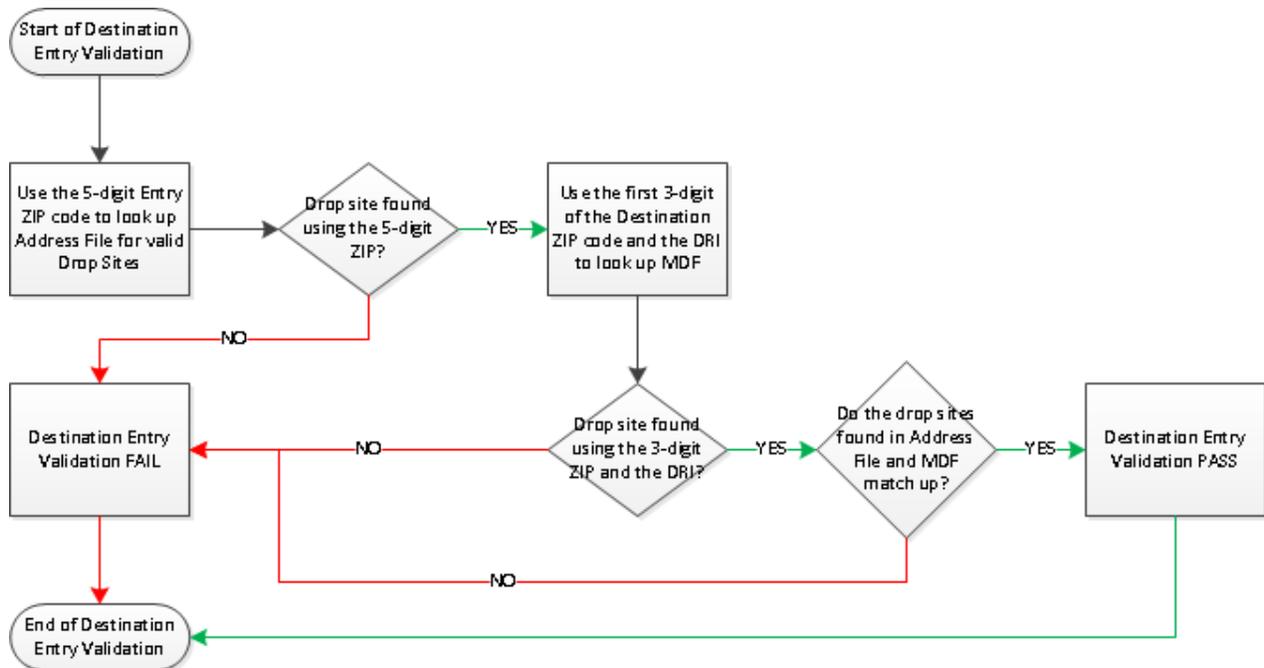
4.3.8 Ineligible Content

eVS performs content audits for mailers who ship Bound Printed Matter and Media Mail through eVS. Content audits are scheduled for eVS mailers as specified in section 4.4.

Content audit adjustment will be calculated by MID. If any package is found to have ineligible content, a percentage of error for each MID in the sampling will be determined by dividing the number of errors by the total number of sampled packages. The additional postage due for each MID is assessed by multiplying the percentage of error for that MID by the difference between the original price paid and the equivalent of Parcel Select published price (with corresponding Entry Level and Presort Level) of the mailing. For purposes of the content audit, a mailing is defined as all packages across the MID with the same mailing month for that Mail Class. The additional postage will be assessed as part of the monthly Ineligible Content Adjustment.

4.3.9 Incorrect Packaging

eVS includes a verification of identifying Incorrect Packaging. Sampled Priority Mail, or Priority Mail Express using Postal Service supplied expedited packaging, labels or marking, but identified and manifested as a non-expedited mail class is assessed the difference of the actual sampled postage and the manifested postage. **Starting April 2016, samples collected on USPS expedited packaging may include USPS Packaging Product Barcode to identify its products.**

The Incorrect Packaging lists those records that were removed from PAF calculation because a mail class discrepancy was found between the manifest record and the physical sample. These packages were shipped using USPS expedited packaging (Priority Mail Express, Priority Mail) or have an expedited label or marking on the package and processed accordingly. Additional postage due is based on the expedited packaging, labels or marking.

4.3.10 IMpb Noncompliance

Mailers who do not meet the requirements for IMpb Compliance will be charged a per-piece noncompliance fee for each piece in excess of the thresholds on a monthly reconciliation basis. IMpb Compliance requirements include: having a unique IMpb barcode, having a complete destination delivery address and/or 11 Digit Delivery Point Validation (DPV) barcode, and submitting a Shipping Services file version 1.6 or higher with all required data elements.

Some examples of a package not meeting the IMpb Compliance requirements are: non-unique IMpb barcode, no Destination Delivery Address and/or ZIP+4, using Shipping Service File v 1.4, etc.

Currently the IMpb Noncompliance is assessed on Competitive Products only, such as Priority Mail, Priority Mail Express, First-Class Package Services, Parcel Select, and Parcel Select Lightweight.

The IMpb Compliance threshold values that are effective January 25, 2015 are as follows:

IMpb Compliance Thresholds	Jan 2015	Noncompliance Codes
Unique trackable IMpb barcode	99%	BF
Destination Delivery Address and/or 11-digit (DPV) ZIP Code in file	98%	DZ
Shipping Services File v 1.6 or higher, v 1.7 or 2.0 preferred	97%	SF

IMpb compliance is assessed based on the three thresholds above. Whichever of the three thresholds yields the greatest number of non-compliant pieces, that count of non-compliant pieces will be used to determine the IMpb non-compliance fees.

Starting January 2016, three new thresholds (Noncompliance Codes) are being added to the IMpb Noncompliance Report: Address Quality (AQ), Manifest Quality (MQ), and Barcode Quality (BQ). Those new IMpb compliance criteria and thresholds will not be assessed in January 2016; the assessments are proposed to begin in July 2016. Starting in July, whichever of the six thresholds yields the greatest number of non-compliant pieces, that count of non-compliant pieces will be used to determine the IMpb non-compliance fees.

4.3.11 10-Day Mailer Investigation

After the close of the monthly accounting period, the mailer has 10 days to review all pending adjustments. During this period, the mailer can transmit files containing records for packages listed as unmanifested. Mailers must request joint Postal Service review of any disputed adjustments before the 10th of the month.

To clearly display files transmitted during the 10-day mailer investigation period as files from the previous month submitted for the purposes of reconciliation, any manifests transmitted to reconcile unmanifested packages or resolve manifest errors from the previous month should contain a "Date of Mailing" value equal to the last day of that previous month in the corresponding Header Record field.

Example: A manifest transmitted on April 7, 2012, to reconcile unmanifested packages from March 2012 should use "20120331" (March 31, 2012) as the "Date of Mailing" value in the Header Record.

4.3.12 10-Day Joint Mailer/Postal Service Data Review

After the 10-day mailer investigation, the Postal Service will review the data provided by the mailer and request any additional data from the mailer needed to determine whether any samples used to calculate the postage adjustment factor, unmanifested packages, mis-shipped DDU parcels, Destination Entry, Duplicates, or manifest errors should be removed from the final reconciliation for any additional postage due. Adjustments pending due to duplicate packages presort eligibility, destination entry eligibility and/or content eligibility may also be reviewed when applicable.

4.3.13 Dispute Queue, Joint Review Request, and Refund Request

a. Obtaining access to Dispute Queue:
eVS mailers can request for a joint review or a refund from the eVS Monthly Account and Sampling Summary (the landing page) by clicking on the "Submit Refund Request" or "Joint Review Request" hyperlink on the landing page.
In order to submit any requests, a user must have the role of Verification Assessment Evaluator "VAE". The company's Business Service Administrator "BSA" can obtain the "VAE" role or provide approval of the "VAE" role to others in the Business Customer Gateway (BCG).

Once a Refund Request or a Joint Review Request has been submitted, a Dispute Queue case number is assigned. The VAE will receive an email confirmation with a case number. The VAE can click on the assigned case number in the Dispute Queue to monitor the request status or provide additional information as needed. Refer to Appendix N for information on using the Refund Request, Joint Review Request, and Dispute Queue.

b. Joint Review:
All Joint Review Requests for any additional postage due resulting from postage adjustment factors, unmanifested packages, mis-shipped parcels, Destination Entry, Duplicates, or manifest errors that would be due on the 21st of the month must be submitted in writing with appropriate documentation by the end of the month in which the adjustment is due.

c. Refund:
All refund requests must be submitted in writing within 60 days from the date of mailing with appropriate documentation; otherwise, no refund request will be considered except in extenuating circumstances. Furthermore, the mailer must clearly explain the reason(s) for the discrepancy and what corrective action has been taken by the mailer to prevent recurrence in the future. All written refund requests must contain the following:
- Date the system or procedural failure occurred
- The number of pieces affected
- The amount of overpayment of postage
- Mailer's tax identification number (TIN)

If applicable, the following additional information may be needed to support the refund request:
- Any Electronic File Number (EFN) affected
- Any Package Identification Code (PIC) affected
- Any other pertinent information to support the request

d. Mailer Underpayment:
Any occurrence of postage underpayment detected by the mailer will be reported to the Postal Service within five (5) working days from the date of detection. Any postage

refund request or underpayment of postage may initiate an investigation by the Postal Service to determine why the discrepancy was not detected at the time of mailing and whether proper corrective action was taken to prevent a recurrence.

e.   Administrative Processing Costs:
When the Postal Service determines postage was overpaid or underpaid because of a system failure in the mailer's operation, the administrative processing cost will be charged to the mailer. Any applicable administrative cost will be deducted from the authorized net refund amount before a refund is issued.

f.   Adjudicating Requests:
The Manager, Product and Payment Technology Systems, will determine the validity of a postage refund request or postage payment adjustment.

4.4 Content Eligibility Review

eVS mailers who present content based mailings must ensure parcels meet the eligibility requirements for the intended class of mail shown on the package. Since eVS mail is not verified under normal verification procedures, the opportunity to sample on a daily basis does not exist. However, eVS mailers who enter content based packages are still subject to classification and content eligibility review.

Origin: A product audit will be performed to validate the content. Mailings will be randomly inspected for classification and content eligibility and the results will be reported to the eVS Program Office.

Destination: A product audit will be performed to validate the content. Mailers who produce destination mailings will be sampled at their facility for classification and content eligibility by eVS HQ personnel.

Content audit adjustment will be calculated by MID. If any package is found to have ineligible content, a percentage of error for each MID in the sampling will be determined by dividing the number of errors by the total number of sampled packages. The additional postage due for each MID is assessed by multiplying the percentage of error for that MID by the difference between the original price paid and the equivalent of Parcel Select published price (with corresponding Entry Level and Presort Level) of the mailing. For purposes of the content audit, a mailing is defined as all packages across the MID with the same mailing month in that Mail Class. Errors found will be documented for the mailer and the postage adjustment will be performed at the end of the month. Any mitigation of the adjustment must be fully documented and submitted as an appeal to the Manager, Product and Payment Systems.

For example, 2 BPM pieces with the same MID are found to have ineligible content. The original price paid for all BPM packages across that MID within the same mailing month is $4,000. The equivalent Parcel Select Price for all those BPM packages is $5,000. The difference between the original price paid and the equivalent Parcel Select price is $1000.00. There was a total of 50 BPM sampling pieces.
The additional postage is calculated as follows:
- The percentage of error is 2 / 50 = 0.04
- The additional postage due is 0.04 x $1000 = $40.00

Note: If packages with different MIDs are found to have ineligible content. The percentage of error and additional postage due will be calculated separately for each MID for all packages across the MID with the same mailing month in that Mail Class.

5 Quality Assurance

5.1 Purpose

5.1.1 Identification of Potential Failures

An effective quality assurance program identifies potential or actual system failures at the earliest possible stage in mail preparation and documentation. To participate in eVS, the mailer must implement the procedures listed in 5.2 or comparable procedures that ensure proper postage payment. These procedures are included as an attachment to the eVS authorization.

5.1.2 Mail Preparation and File Accuracy

At a minimum, quality assurance ensures the accuracy of mail preparation and correctness of postage computation. It also helps a mailer identify areas for improvement or enhancement that can streamline all business functions and mailing operations and lead to a more effective use of resources.

5.1.3 Development of Procedures

If the Postal Service determines that the procedures implemented by the eVS mailer are not sufficient to prevent inaccurate postage calculations, errors in file transmissions, or large volumes of unmanifested packages, manifest errors or mis-shipped parcels, the Postal Service will require the mailer to correct existing quality control procedures within 30 days' notice before requiring additional procedures. The Postal Service will work directly with the eVS mailer to develop any new or additional procedures.

5.2 Procedures

5.2.1 Internal Sampling

Initially the eVS mailer must perform postage accuracy verifications on 0.5% of the packages, or 100 packages, whichever is less, from each mailer facility. Detailed information on sampling is found in subsection 5.2.2. This is done by comparing the postage documented during the quality assurance sampling against the postage claimed for those parcels on the manifest.

The mailer must document a package-by-package postage comparison on PS Form 8159, *MMS Sampling/Postage Adjustment Worksheet — Single–Package Rate Mailings* (or a facsimile or similar worksheet developed by the mailer). The PS Form 8159 is available from the Postal Service. As one part of quality assurance, a Postage Adjustment Factor (PAF) must be calculated using the following formula:

$$PAF = \frac{\text{Total Required Postage of Sampled Pieces}}{\text{Total Manifest Postage of Sampled Pieces}}$$

5.2.2 Postage Accuracy Verifications

Postage accuracy verifications are handled as follows:

a. *Day 1–30.* The mailer must perform postage accuracy verifications on 0.5% or 100 packages, whichever is less, of the packages from each mailer facility for the first 30 days.

b. *Day 31–90.* After that 30-day period, when postage calculations for mailings remain within the ±1.5% (1 in 400 parcels) accuracy level, the percentage of packages verified from each destination entry level can be reduced to 0.25% for the next 60 days.

c. *After Day 90.* After that 60-day period, the percentage of packages verified can be reduced to 0.10% (1 in 1,000 parcels).

d. If any destination entry level exceeds the ±1.5% difference, 0.5% of packages to that entry level must be sampled until the ±1.5% accuracy level is maintained for 30 days.

5.2.3 Quality Control Areas

Quality assurance requires that eVS mailers at a minimum have quality control procedures in place for the following areas:

a. *Quality Control Documentation.* The mailer must maintain and document the mailer's quality control over all aspects of mail production and system processing environments. Documentation could be represented by a quality control manual or other work instructions and checklists that the Postal Service could audit if necessary.

b. *Customer Identification Maintenance Process.* The mailer must ensure that all clients of the mailer are incorporated into the eVS data structure for proper identification and impact on postage payment. This process should include periodic review of the Unregistered MIDs report and any necessary action to resolve.

c. *Barcode Read Rate.* The mailer must document which quality controls are used and which reports are generated to ensure accurate readability of barcode information on all parcels.

d. *Accountable Mail Packages.* The mailer must have a process to validate that all insured parcels or collect-on-delivery parcels, whether claimed by the mailer or by clients of the mailer, are verified as being present within the mailing before including the mailer's data or the clients' data within the electronic eVS manifest mailing. All claims for lost or damaged accountable mail must be filed at the Post Office of Mailing.

e.   *Sampling Process.* The mailer must document the frequency of errors by using an electronically formatted sampling form approved by the Postal Service. Samples must consist of mixed classes and destinations. Descriptions, root causes of those errors and the corrective action taken for files accepted from clients must be documented on the sampling form. The mailer must have client-based quality control to ensure the proper rating of all material being entered by the client.

f.   *File Merge Process.* The mailer must ensure the inclusion of all client data files within the body of the main electronic eVS manifest mailing.

g.   *File Upload Process.* The mailer must ensure the proper upload of all electronic eVS manifest mailing data.

h.   *File Return Process.* The mailer must ensure that file error report data returned from the Postal Service receives scrutiny, prompt correction, retransmission or other electronically documented reconciliation.

i.   *Monthly Quality Improvement Effort.* The mailer must provide a corrective action report regarding action being taken to improve quality if Postal Service sampling results indicate more than 1.5% postage error rate. In addition, the mailer will provide corrective action reports for unmanifested packages and for mis-shipped DDU packages that exceed 1.5 percent of packages mailed during any monthly accounting period.

j.   *Delivery Appointment Quality Measurement.* The mailer must arrive within one half hour of appointment schedules and provide, upon request by the Postal Service, electronic validation of monthly performance in meeting these appointment schedule times, as applicable to each destination entry facility where mail is being deposited.

k.   *Classification.* The mailer must ensure that any parcels claimed at Media Mail, Bound Printed Matter and Library Mail prices meet the content eligibility criteria found in the Domestic Mail Manual (DMM) for the prices claimed. All parcels mailed at First-Class Package Service prices must meet content eligibility criteria. Any parcels mailed as Package Services or Standard Mail cannot include content that requires First-Class postage.

5.3   File and Document Retention

As part of the quality control procedures implemented by the eVS mailer, manifest files and quality control records prepared under eVS must be retained as follows:

a.   *Manifest Files.* All eVS manifest files must be retained for at least 90 days from the date of mailing and made available for inspection by the Postal Service. Mailers with adequate storage capacity are advised to retain electronic files for at least six months.

b.   *Quality Control Sampling Reports.* Quality control sampling reports must be retained for at least 90 days unless errors are detected and made available for inspection by the Postal Service. If errors are detected during the sampling process, the corrective action taken must be described on the sampling report and the reports must be retained for at least one year.

5.4   Financial Reconciliation

All electronic manifest files transmitted during a monthly accounting period are expected to be compared against Postal Service debits from the mailer's unique *PostalOne!* postage payment account. All discrepancies must be brought to the Postal Service's attention for resolution as soon as they are discovered by the mailer.

Methods to ensure postage validation require using the unique sequence file numbers embedded in all Header Records. All missing sequence file numbers require regeneration

of that file or an explanation for non-use. Any financial reconciliation must be accomplished during the 21-day financial reconciliation period.

Subsequently, missing, duplicate or incorrect debits must be reconciled using the appeal and refund process outlined in section 4.3.13 and 4.3.14.

6 eVS Reports

6.1 General Information

6.1.1 Online Viewing

The eVS reports available on the eVS Web site allow each mailer to monitor the accuracy of mailings and postage payments and take any necessary corrective action to minimize the potential for additional postage payment. Mailers can access reports for their eVS mailings through the Business Customer Gateway *PostalOne!*/eVS Web site at *http://gateway.usps.com.* Select "Manage Electronic Verification Activity (eVS)".

6.1.2 Access and Format

The Reports Menu link on the eVS Monthly Account and Sampling Summary page described in 6.2 provides access to monthly eVS reports derived from manifest and sampling data. Information in these reports can be used as diagnostic tools to identify quality issues in eVS manifest mail preparation, price calculations, and transportation operations.

Most reports contain hyperlinks to other data or reports, and are formatted to allow the user to sort the information in ascending or descending order by clicking on column headings. The user generally can download report data in these file formats: comma-delimited text file (.csv), Microsoft Excel (.xls), or XML (Extensible Markup Language) format. Comma-delimited files contain the unformatted information. Section 6.2 presents the eVS Monthly Account and Sampling Summary and describes its four sections. Section 6.3 alphabetically presents the main eVS reports and describes their use.

6.2 eVS Monthly Account and Sampling Summary

6.2.1 Overview

The eVS Monthly Account and Sampling Summary is the first report, also referred to as the "landing page", that the eVS mailer or Postal Service user sees when accessing the eVS Web site. The report presents four distinct but related sections, each enclosed within an individual ruled box:

a.   Mailer Information.

b.   Monthly Account Summary.

c.   Monthly Sampling Summary.

d.   Monthly Adjustment Summary.

The eVS Monthly Account and Sampling Summary presents a dynamic view of the mailer's account by consolidating manifest and sampling reconciliation data for eVS mailings entered during the current month. The report also provides ongoing calculations of the postage adjustment factor by comparing the information reported on each manifest with the results of the sampling process. The report allows reviewing data for the previous months.

6.2.2 Mailer Information

The first section of the page displays Mailer Information. This section contains general information identifying the eVS mailer including address, master MID number, master permit account number and the associated post office of account ZIP Code and finance number. This section also lists the mail classes/products that the mailer is authorized to prepare under eVS.

6.2.3 Monthly Account Summary

The first blue tab of the landing page displays the Monthly Account Summary. The information in this section is organized in rows and columns, with numbered text entries in the first column on the left for hyperlinks to related reports and data sources, numeric entries in the second column for showing the number of pieces, and dollar amounts in the third column for showing postage. The top of the section includes a hyperlink to the Postage Statement Summary as described in 6.3.16.

The Monthly Account Summary tab specifically presents mailing activity and postage data to show how total postage is calculated. Total postage is the net amount of manifest postage (calculated as the original postage recorded in the mailer's manifest files plus or minus a variance in postage from the Postal Service recalculation of the manifest postage) and additional postage due subtotals.

The total postage calculation involves verifying postage declared in the mailer's manifest and using sampling verifications conducted throughout the monthly accounting period that can result in additional postage due:

a.   *Total Manifest Postage.* Total manifest postage (line 1c) is derived by adding the manifest postage from the mailer's files (line 1a) and the difference ("variance") (line 1b) between the recalculated postage by the Postal Service using the mailer's data and the mailer's declared postage in line 1a. The display of data occurs as follows:

(1)   *Postage.* Manifest postage amounts (lines 1a, 1c, and 1d) and variance amount (line 1b) change dynamically each time a postage statement is successfully generated from the processing of manifest files.

(2)   *Pieces.* Manifest piece counts (line 1a) and variance piece counts (line 1b) also change dynamically as manifest postage and variance amounts change.

(3)   *Mail Classes/Products.* Each manifested mail class or product has a separate line 1c to represent the associated pieces and postage for the mail class or product.

b.   *Total Additional Postage Due.* Total additional postage due (line 2k) is calculated by adding the postage from the sampling postage adjustment factor (line 2a) with the postage adjustment determined from manifest errors (line 2b), the unmanifested parcels postage from PTR and sampling scans (line 2c), the postage adjustments determined by mis-shipped DDU parcels Confirmation Services barcode scans (line 2d), the duplicate PICs assigned to multiple packages (2e), the

IMpb Noncompliance (2f), the Destination Entry (2h) and the Presort Eligibility Exception (2i). The display of data occurs as follows:

(1)   *Postage.* Any additional postage due (line 2a) from applying a postage adjustment factor exceeding 1.015 appears immediately. The following items of additional postage due will also appear immediately: Manifest Errors (line 2b), Mis-shipped DDU parcels (line 2d), Destination Entry (line 2h) and Presort Eligibility Exception (line 2i). The following items of additional postage due will not appear until the 11th day of the following month, after the 10-day mailer investigation period described in 4.3.9: Unmanifested Parcels (line 2c), Duplicates packages (line 2e) and IMpb noncompliance (2f).

(2)   *Pieces.* Piece counts change dynamically each week on Tuesday for unmanifested parcels (line 2c). Piece counts change dynamically daily for mis-shipped DDU parcels (line 2d), duplicate packages (lines 2e), IMpb noncompliance (line 2f), Destination Entry (line 2h) and Presort Eligibility Exception (line 2i) when the manifest are received and processed. Piece counts change dynamically daily for manifest errors (line 2b) when the files are processed. No piece counts appear for additional postage due from applying a postage adjustment factor.

6.2.4 Monthly Sampling Summary

The second blue tab of the landing page displays the Monthly Sampling Summary. This section organizes monthly information on total number of pieces sampled for the postage adjustment factor (PAF), postage calculated for those sampled pieces, and the corresponding postage that was actually paid after the Postal Service recalculated the postage for those pieces using the data elements reported in the mailer's manifest files. This data is displayed by mail class/product. (Recalculation of postage generally results in a postage difference — variance — for Standard Mail and Bound Printed Matter because of rounding.) The postage adjustment factor is calculated as a ratio of the sample postage amount to the manifest postage amount and is displayed in this section of the report by mail class/product. Related reports based on sampling data can be accessed through the Reports Menu hyperlink.

At the top of the Sampling Summary is a drop-down menu listing 8-digit sequential numbers extracted from the Electronic File Numbers in selected manifest Header Records that list mailer's files submitted during the month. A file generally contains more than one manifest, consisting of a Header Record and one or more Detail Records as described in chapter 3. eVS selects one of the manifest Header Record Electronic File Numbers to identify the entire file.

The 8-digit sequential numbers in the drop-down menu are hyperlinked to individual Postage Statement Detail pages. The upper part of a Postage Statement Detail page displays the Electronic File Number identifying the entire file and information for each postage statement generated from all the processed parcel records in the file. The lower part lists each manifest by its Electronic File Number, including the one used to identify the entire file, in the Sub File Number column on the left.

At the bottom of the Monthly Sampling Summary Tab displays the IMpb Noncompliance report. It will show the computation of the IMpb Compliance Adjustment Factor by mail class.

6.2.5 Monthly Adjustment Summary

The third blue tab of the landing page displays the Monthly Adjustment Summary. This section has a column that identifies the type of adjustment and a separate column for any

proposed adjustments that are due for the month. Additional columns identify the actual adjustment amount, the transaction number, and any comments regarding the adjustment.

Live Adjustments: Adjustments designated as "live" are valid and are collectable from mailers.

Pilot Adjustments: Adjustments designated as "pilot" are for viewing purposes only and are not valid adjustments that require collection from mailers.

6.2.6 Current and Past Data

The "Change Month and Year" menus in the upper right corner of the eVS Monthly Account and Sampling Summary allow the user to select and view summary reports for previous months. After selecting the desired month, the user clicks the "Show Data" button. By default, the initial view of this page displays data for the current month and year. This functionality is available for most other eVS reports.

6.2.7 Links to Other Reports

The following reports can be accessed directly from the Monthly Account Summary:

a. Postage Statement Summary (from the hyperlink "Postage Statement Summary" and the hyperlinks in lines 1b and 1c).

b. Manifest Summary Report (from the hyperlink in line 1a).

c. Postage Statement Variance Report (from the hyperlink in line 1b).

d. Postage Discrepancy Report for all mail classes/product (from the hyperlink in line 2a).

e. Manifest Detail Errors Report (accessing both the detail and header error reports from the hyperlink in line 2b).

f. Unmanifested Records Report (from the hyperlink in line 2c).

g. DDU Confirmation Services Mis-shipped Report (from the hyperlink in line 2d).

h. Duplicate PIC assigned to multiple packages (from the hyperlink in line 2e).

i. IMpb noncompliance Report (from the hyperlink in line 2f).

j. Incorrect Packaging Report (from the hyperlink in line 2g).

k. Destination Entry Report (from the hyperlink in line 2h)

l. Presort Eligibility Exception Report (from the hyperlink in line 2i)

m. Manifest Confirmation Report known as the PTR/eVS Confirmation/Error/Warning Summary Report (from the hyperlink under records line 3f).

n. Manifest Header Error Report (from the hyperlink under records line 3g).

The following reports can be accessed from the Postage Statement Summary:

a. Presort Eligibility Exception Report (from the hyperlink under Presort Eligibility Discrepancies).

b. Destination Entry Eligibility Report (from the hyperlink under Destination Entry Exceptions).

c. Content Eligibility Sampling Report (from the hyperlink under Content Eligibility Exceptions).

The following reports can be accessed from the Manifest Summary Report:

a. Duplicate Package Identification Codes (from hyperlink in transaction row).

b. Unregistered Mailer IDs (from hyperlink in transaction row).

The following report can be accessed directly from the Monthly Adjustment Summary:

a. Ineligible Content Report (from the hyperlink for the individual adjustment).

6.3 Reports

6.3.1 DDU Confirmation Services Mis-shipped Report

This report lists parcels identified as mis-shipped by the Product Tracking and Reporting system (PTR) from data collected by Shipping Services scans. The destination delivery ZIP Codes for these parcels reported in the mailer's manifest records are not within the service area of the destination delivery units (DDUs) that initially received the parcels from the mailer. These mis-shipped parcels are ineligible for the DDU rates claimed in the mailer's manifest records. Additional postage due for these mis-shipped DDU parcels is calculated according to the eVS mailing standards in the *Domestic Mail Manual* and is withdrawn from the mailer's account on the 21st day following the accounting month. The DDU Confirmation Services Mis-shipped Report is accessed from the Monthly Account Summary section from the hyperlink in line 2d or from the Reports Menu.

6.3.2 Destination Entry Eligibility Report

This report, based on manifest data, provides a summary of the destination entry packages which were not deposited at the correct entry facility according to the Mail Direction File. Packages are listed by Electronic File Number, Package Identification Code (PIC), Mailing Date and Mail Class. Additional columns display the type of Entry Facility, Entry Facility ZIP, and manifest rate ingredients. The eVS recalculated postage paid and the additional postage due based on the eVS adjusted postage due are also displayed. The Package Identification Code (PIC) column includes a link to the Package Summary described in 6.3.12.

The Destination Entry Eligibility Report is accessed by first selecting the Postage Statement Summary described in 6.3.16. The Destination Entry Eligibility Report link is displayed below the monthly Postage Statement Summary. This report is also accessed from the Monthly Account Summary section from the hyperlink in line 2h or from the Reports Menu.

6.3.3 Duplicate PIC Assigned to Multiple Packages

This report allows users to view all duplicate PICs that were found to be duplicated during the calendar month. Parcel records appear in this report when they have received multiple scan events from the Product Tracking and Reporting system and did not have multiple payment records for these packages. Mailers are responsible for payment of all duplicate packages.

The Duplicate PIC Report is accessed from the Monthly Account Summary section from the hyperlink in line 2e or from the Reports Menu.

6.3.4 Ineligible Content Report

This report, based on a query of manifest data, displays the packages for which additional postage is due after a content audit finds ineligible content in a sampled mailing. The report includes Audit Date, Package MID, and Mail Class. Additional columns display the Manifested Pieces, the Original eVS recalculated postage, the Actual PS Price, the Difference of postage, the Percent of Content Error and the Total Additional postage due.

If an adjustment is due after a content audit of Bound Printed Matter or Media Mail, the Ineligible Content Adjustment is listed in the Monthly Adjustment Summary on the eVS Monthly Account and Sampling Summary page. Individual adjustments are identified by MID Mail Class Mailing Date (e.g. 987654321 Bound Printed Matter 11072011).

6.3.5 Mail Class Detail Report

This report displays summary data by EFN for packages comprising a presort mailing that failed to meet the eligibility criteria for presort prices. This report includes the EFN, master EFN, and transaction ID for each EFN associated with a presort mailing for the date and mail class identified as ineligible. Additional columns include the transmission date and mailing date, as well as the permit number, entry facility, and entry facility ZIP. The piece count, weight, eVS recalculated postage, eVS adjusted postage due, and eVS additional postage due are also provided.

This report is accessed from the hyperlinked mail class in the Mail Class column of the Presort Eligibility Exception Report described in 6.3.18.

6.3.6 Mailer ID Report

This report allows users to view all MIDs certified for use with their eVS or PRS account. The report is updated daily based on registration data current in the Business Customer Gateway and displays the MID, associated Client Name/Mailer Location, and the effective date of label certification.

6.3.7 Manifest Detail Error Report

This report, based on manifest data, lists all the packages that did not have a valid combination of rate ingredients and a price could not be determined. Mailers have the opportunity to manifest these packages accurately and remove them from the report before the 10th of the following month. The report allows the user to view header and detail record errors and corrections. This report is accessed from the Monthly Account Summary section from the hyperlink in line 2b or from the Reports Menu.

6.3.8 Manifest Header Error Report

This report, based on manifest data, lists all the individual electronic files that did not have valid information in the header record and could not be processed for postage payment. This report includes two views: Manifest Header Error Report and Manifest Header Rolled Back Report.

The Manifest Header Error Report includes file data including the EFN, transaction ID, date of mailing, transmission date, entry facility ZIP, and permit information. Additional columns include the number of detail records associated with this EFN and the error that prevented the file from being processed. EFNs listed in the report have not been processed for postage payment. Valid packages associated with the EFN must be resubmitted for payment. For the correct retransmission procedures, please refer to section 3.3.5 for manifest file versions 1.6 or higher.

The Manifest Header Rolled Back Report includes the same file data as the main Manifest Header Error Report; however, this view is specific to EFNs that failed processing in the file transmission process between PTR and eVS. Mailers should not retransmit these EFNs or associated packages. The Date Reloaded column displays the resolution date when these EFNs were successfully uploaded to eVS for postage payment.

The Manifest Header Error Report is accessed by selecting the Manifest Header Error Records link under Records line 3g. The Manifest Header Rolled Back Report is accessed by selecting the Manifest Header Rolled Back Report radio button on the Manifest Header Error Report.

6.3.9   Manifest Search Report

This report allows users to search for packages by entering a Package Identification Code (PIC) or for manifests by entering an Electronic File Number (EFN). This report is accessed from the eVS Customer menu in *PostalOne!*

6.3.10   Manifest Summary Report

This report, based on manifest data, lists all the manifest files successfully transmitted and processed for the selected month. The report shows the Electronic File Number, transmission date, mailing date in the Header Record, total number of parcel records accepted and processed, total manifest postage declared in the mailer's manifest file, any unregistered MID, and duplicate Package Identification Codes (PICs). The report also presents the number of packages with a variance in the postage amount showing the difference between the postage in the manifest file and the postage amount recalculated by the Postal Service. The Manifest Summary Report is accessed from the Monthly Account Summary section from the hyperlink in line 1a or from the Reports Menu.

6.3.11 Missing Manifest Summary Report

This summary report, based on sampling data, lists the MID of the package sampled, date sampled, data collection location, number of sampled packages and total postage. These packages have been sampled but have not been transmitted in a manifest file. This report is accessed from the Reports Menu.

6.3.12   Package Summary

This summary, based on sampling and manifest data, is a side-by-side comparison of specific data elements for the manifest package and sample package. For the manifest package and the sample package, the summary shows the full Package Identification Code (PIC) from the manifest, full PIC including parcel routing barcode if scanned from the sample, MID, mail class, processing category, ZIP Code, parcel routing barcode information, weight, zone, destination rate indicator, rate indicator, any Extra Services, and additional postage data fields. The Package Summary is accessed in each sampling–based report that hyperlinks a package ID.

6.3.13   Postage Sampling Adjustment Worksheet

This report, based on manifest and sampling data, displays all packages sampled and reconciled that are used to calculate the Postage Adjustment Factor (PAF). This report is accessed from the reports menu.

6.3.14   Postage Statement Daily Summary Report

This report, based on manifest data, displays a summary view of the line item Postage Statement Detail data available by EFN in the Postage Statement Detail report described in 6.3.15. Additional columns include the CAPS Transaction ID and a sum total of the postage and fees. The user has the ability to filter the Daily Postage Statement Summary Review to display aggregated data for a specific date range. This report is available via the Daily Postage Statements Download Summary link.

6.3.15   Postage Statement Detail

This report based on manifest data, displays hyperlinks to class-specific postage statements, along with the dollar amount of the Extra Services fees and manifest postage recalculated by the Postal Service using the codes in the manifest files. In addition, the report presents the postage variance by parcel record between the manifest postage and the recalculated postage. The report also provides payment status for each postage

statement. The lower part of the report lists the 22–digit Electronic File Numbers contained in the Header Record of every manifest contained within the file, along with the number of packages for each manifest and the manifest postage for the packages. The Postage Statement Detail is accessed through hyperlinks in the Postage Statement Summary Report described in 6.3.16.

6.3.16 Postage Statement Summary Report

This report, based on manifest data, lists the Electronic File Number used to identify files consisting of one or more manifests with the underlying parcel records. In addition, the report displays the mailing date, the permit number and permit ZIP Code, and the postage amount as recalculated by the Postal Service using the codes in the manifests and Detail Records. The report also shows the payment status of the postage statements generated by the files. The hyperlinked Electronic File Numbers allow the user to open the corresponding Postage Statement Detail as described in 6.3.15 that contains links to postage statements generated by the parcel records to a specific file with one or more manifests.

Each time the mailer sends a transmission file containing one or more manifests successfully processed by *PostalOne!,* the *PostalOne!* Wizard Web Service (WWS) generates a separate postage statement, by processing category, for each class or subclass of mail in that transmission file. For example, if the transmission file contains four successfully processed manifests for four destination entry facilities, and each manifest contains machinable Parcel Select parcels, machinable Standard Mail parcels, and irregular Standard Mail parcels, then WWS generates three postage statements: one for the machinable Parcel Select parcels, one for the machinable Standard Mail parcels, and one for the irregular Standard Mail parcels.

The total amount on each postage statement — which is the amount recalculated by eVS using the codes and parcel weights in the mailer's manifest files — is then automatically withdrawn from the mailer's postage payment account. Withdrawals can be verified by checking the transaction amounts in the postage payment account with the amounts on the generated postage statements. This arrangement allows the mailer to trace each transaction in the postage payment account to a successfully generated postage statement. The Postage Statement Summary Report is accessed from the hyperlink "Postage Statement Summary" and the hyperlinks in lines 1b and 1c on the Monthly Account Summary section.

6.3.17 Postage Statement Variance Report

This report, based on manifested postage and the eVS recalculated postage from the manifest rate ingredients, shows the Electronic File Number from the Header Record used to identify the entire file and then the individual Package Identification Codes from the associated Detail Records. Several columns display manifest postage, Extra Services, and surcharges and discounts, followed by the same columns for the recalculated postage based on the codes in the mailer's manifest Detail Records. Each line ends with a column displaying any difference (variance) between the total manifest postage amounts and the total recalculated by the Postal Service.

The Postage Statement Variance Report is accessed by first selecting the Postage Statement Summary described in 6.3.16, then by an individual hyperlinked File Number to open the Postage Statement Detail described in 6.3.15. If a row in the Postage Statement Detail shows a hyperlinked package or postage variance, the user can select the hyperlink to open the Postage Statement Variance Report for the originally selected Electronic File Number.

6.3.18 Presort Eligibility Exception Report

This report, based on manifest data, provides a summary of the presort mailings which have not met the minimum piece and/or pound requirements as stated in the DMM. Mailings are identified by Mailing Date and Mail Class. Additional columns display the piece count and weight of mailing. The eVS recalculated postage paid and the additional postage due based on the eVS adjusted postage due are also displayed. The Mail Class column includes a link to the Mail Class Detail Report described in 6.3.5.

The Presort Eligibility Exception Report is accessed by first selecting the Postage Statement Summary described in 6.3.16. The Presort Eligibility Discrepancies summary is displayed below the monthly Postage Statement Summary. In addition to the link to the Presort Eligibility Exception Report, two counts are displayed for the month-to-date: Mailings with Presort Discrepancies and Total Presorted Mailings for Month. This report is also accessed from the Monthly Account Summary section from the hyperlink in line 2i or from the Reports Menu.

6.3.19 Sampling Reports

6.3.19.1 Damaged/Missing Barcode Report

This report, based on sampling data, lists the parcels that the Postal Service cannot sample accurately because the required parcel barcode is missing or so damaged that it cannot be scanned or the human–readable data entered manually into the sampling device. As a result, eVS cannot match the sampling data with the corresponding manifest data in the manifest file to determine the accuracy of postage payment for the package. The Damaged/Missing Barcode Report is accessed from the Reports Menu, then Sampling Reports link.

6.3.19.2 Delayed Transportation Report

This report, based on sampling data, lists parcels that are sampled 4 days or more after the mailing date in the associated manifest Header Record. The data for this report is obtained by comparing the date when sampling data is collected for each sampled package with the mailing date in the manifest containing the corresponding package record. The Delayed Transportation Report is accessed from the Reports Menu, then Sampling Reports link.

6.3.19.3 Float Report

This report, based on sampling data, lists parcels sampled one day or more before the mailing date in the associated manifest Header Record. The data for this report is obtained by comparing the date when sampling data is collected for each sampled package with the mailing date in the manifest containing the corresponding parcel record. An electronic eVS manifest file must be transmitted on or before the date when the eVS mailing represented by the file is presented at a destination entry facility or at an origin facility. The Postal Service uses this report to determine whether packages are being deposited before postage payment. The Float Report is accessed from the Reports Menu, then Sampling Reports link.

6.3.19.4 Manually Entered Barcode Report

This report, based on sampling data, lists sampled packages bearing barcodes that cannot be scanned by Postal Service personnel conducting verification sampling. The human-readable text of the barcode must be manually entered into the sampling device. Packages listed on this report become ineligible for any parcel barcode discount claimed. The Manually Entered Barcode Report is accessed from the Reports Menu, then Sampling Reports link.

6.3.19.5   Postage Discrepancy Report

This report, based on sampling data, lists packages for which the sampled postage differs from the postage reported in the corresponding individual parcel records in the transmitted manifest file. The report includes sample and manifest weights and sample and manifest postage. The report lists both positive and negative discrepancy postage amounts. A Package ID with an asterisk indicates that the package was sampled at a destination delivery unit (DDU) and accepted with the destination rate indicator code in the mailer's manifest record (representing the same or higher rate category). The Postage Discrepancy Report is accessed from the Monthly Account Summary section from the hyperlink in line 2a or from the Reports Menu, then Sampling Reports link.

6.3.19.6   Reconciled Samples Report

This report, based on sampling data, lists packages sampled by Postal Service personnel and matched ("reconciled") with the corresponding parcel record in the manifest file. The report shows the postage difference between manifest postage recalculated by the Postal Service and postage determined by sampling data. A user can select an individual Package Identification Code (PIC) to see a side-to-side comparison of the sample data and manifest information for that package in the Package Summary page. The Reconciled Samples Report is accessed from the Reports Menu, then Sampling Reports link.

6.3.19.7   Sampled Incorrect Packaging Report

This report, based on sampling data, lists those records that were removed from PAF calculation because a mail class discrepancy was found between the manifest record and the physical sample. These packages were shipped using Postal Service supplied expedited packaging (Priority Mail Express, Priority Mail) or has an expedited labels or marking on the package and processed accordingly. Additional postage due is based on the expedited packaging, labels or marking.

6.3.19.8   Weight Discrepancy Report

This report, based on sampling data, lists those packages for which a discrepancy exists between the weight reported by Postal Service sampling personnel and the weight reported on the manifest. The Weight Discrepancy Report is accessed from the Reports Menu, then Sampling Reports link.

6.3.20   Unmanifested Records Report

This report lists parcels for the selected month that have received scan events or have been sampled by the Postal Service but were not reported in an eVS manifest file. Pieces sampled that are unmanifested parcels are not included in the total pieces sampled for the PAF as described in 4.3.1. The client/site mailer ID number and client/site name displayed are derived from the Mailer ID in the PIC and are registered under the mailer's profiles in Program Registration. The Unmanifested Records Report is accessed from the Monthly Account Summary section from the hyperlink in line 2c or from the Reports Menu.

6.3.21   PTR/eVS Confirmation/Error/Warning Summary Report

This report includes information on all files received and loaded into eVS providing the end-to-end reconciliation from PTR through CAPS postage amounts. eVS mailers can use this report to monitor and ensure that all files submitted have been received and accepted by eVS. The report includes transaction ID; mailing date; transmission date; file type; number

of header records and detail records accepted and rejected by PTR; number of header and detail records accepted and filtered by eVS; total recalculated postage; and total CAPS postage. The PTR/eVS Confirmation/Error/Warning Summary Report is accessed from the Monthly Account Summary section under records in line 3f. From this report mailers may choose to select individual manifest files to review.

6.3.22 IMpb Noncompliance Report

This report lists packages for the selected month that have failed the IMpb validations by PTR. These packages are listed by the Date of PTR Validation, Date of Manifest Transmission, and Transaction ID. Additional columns include Electronic File Number (EFN), Package ID (PIC), Mailer ID, Entry Zip Code, Mail Class, Manifested Weight, and IMpb Noncompliance Reason Codes. The IMpb Noncompliance Report is accessed from the Monthly Account Summary section from the hyperlink in line 2f or from the Reports Menu.

6.4 Electronic Reports

6.4.1 Postage Extract

The payment extract files will contain all rate ingredients reflecting any updates or changes made by eVS along with the postage calculated and charged by eVS. The extract is provided in a flat file format and posted to the mailer's outbound PDX page (the same location as the PTR extract data).
There are two options:
  a. Full Extract- Includes full item level detail, such as postage and extra service fees.
  b. Partial Extract-Excludes any postage amounts (postage fields).
The instructions and full file layout can be found in Appendix K.

6.4.2 Reconciliation Extract

The reconciliation extract files will contain summary information for the monthly postage adjustments calculated by eVS. The reconciliation extract also includes piece-level data when available for individual adjustments.

The monthly extract with individual adjustment data is generated at each milestone in the reconciliation process.
  a. The Notice version of the extract is generated on the 1st of the reconciliation month and includes all proposed postage adjustments from the previous calendar month.
  b. The Interim version of the extract is generated on the 11th of the reconciliation month and includes all pending postage adjustments at the close of the Mailer Reconciliation period.
  c. The Actual version of the extract is generated on the 21st of the month (or the actual date if reconciliation is ongoing past the 21st) and includes the actual amounts of additional postage processed for the monthly adjustments.
  The extract is provided in a pipe-delimited file format and posted to the mailer's outbound PDX page (the same location as the PTR extract data).

Mailers may also request a weekly update of adjustments as they accrue in the current month. If enabled, a weekly extract will be provided using the "Notice" version and including adjustment data for the current month.

The instructions and full file layout can be found in Appendix L.

6.4.3   Confirmation Error Warning (CEW)

This report will verify that your manifest file was successfully transmitted to the Product Tracking and Reporting system and that the data quality of the file itself was good. If the electronic file contains edit errors or edit warnings, these will be listed as well as summary information including how many records in the file were read and how many contain errors or warnings. Refer to Publication 199 for additional information.

Appendix A: eVS Electronic File Layout

For Shipping Services Electronic File Versions 2.0, 1.7, or 1.6 Layout refer to Pub 199 which can be accessed through this hyperlink:

https://ribbs.usps.gov/index.cfm?page=intellmailpackage

Appendix B: eVS Applications

Exhibit 1 – eVS Mailer Application:
eVS ® ELECTRONIC VERIFICATION SYSTEM APPLICATION

eVS manifesting is used for permit imprint parcel mail including Parcel Select, Parcel Select Lightweight, Priority Mail Express, Priority Mail, First-Class Package Service, Standard Mail, Media Mail and Bound Printed Matter. International: First-Class Mail International, Priority Mail International, Priority Mail Express International and Global Express Guaranteed.

Mailers interested in eVS must first establish a permit account number exclusively for eVS use, obtain a CAPS Debit postage payment account, and request a Mailer Identification (MID) number from the USPS Business Customer Gateway to be used exclusively for eVS mailings and data file transmission.

Email the completed application to the *PostalOne!* Help Desk at eVS@usps.gov. If you have questions about the application, please call 877-264-9693 or email eVS@usps.gov.

Part A.   Mailer Information

1. Company name:

2. Company corporate address
   Street address:
   City, state, and ZIP+4:

3. Primary Contact information
   Name
   Title
   Telephone number
   Email address

4. Company Contact – Financial

   Name
   Title
   Telephone number
   Email address

5. Company Contact - Technical
   Name
   Title
   Telephone number
   Email address

6. Desired participation date in eVS

7. Name of person completing application *(signature not required)*

Date

Part B.   Mailer and Client Identification

1.   Mailer Identification (MID) numbers and site locations

A USPS-provided MID must be used in the package barcode and corresponding detail record in the electronic manifest files to identify the mailer or the mailer's client.

All eVS mailers must use *6-digit or 9-digit Mailer IDs (MIDs) issued by the Postal Service. Mailers who need to obtain MIDs for eVS use can request MIDs through the Business Customer Gateway at USPS Business Customer Gateway. The usage of eVS MIDs is restricted to eVS packages only; they may not be used for other programs. Once issued, a **PS Form 5052,** *Printer Certification Submission,* is used for barcode and label certification.

Transmissions List the "master" MID of your company to be used in all eVS manifest file header records. Header records identify the sender of eVS files. Only the "master" MID may be used for this purpose and file transmissions. The master MID used for eVS file transmissions may not be used to transmit any other file type.

Packages List any additional eVS exclusive MIDs of your company to be used in the package identification codes (PICs) in the detail records of the eVS files and as part of the package barcode printed on the mailing label. These additional numbers generally represent different company sites or divisions within your company. The master MID used for transmissions may also be used for PICs. Package MIDs used in eVS PICs may be used only for eVS mailings.

*6-digit MIDs will be only be assigned under special circumstances.

Company Site	Street Address	City	State	ZIP Code	Contact Telephone	MID
Example: *Kansas City*	*3801 Walnut St*	*Kansas City*	*MO*	*64111*	*816-000-0000*	*123412341*
Mailer Identification (MID) number to be used in all eVS file transmission header records						
MIDs to be used in package identification codes (PICs) in detail records and barcode on labels						

2.   Client identification numbers

Provide a numeric listing of each 9-digit Mailer Identification (MID) number to be used by your clients for the package identification codes (PICS) in the detail records of the eVS file transmission and as part of the package barcode printed on the mailing label.

Client Name	Street Address	City	State	ZIP Code	MID
Example: KC Cards	*12 Main St*	*Kansas City*	*MO*	*64111*	*432143214*

3.   Customer Registration Identification Number (CRID)

A CRID is created by the Postal Service customer registration system to uniquely identify a USPS customer at a particular location. CRIDs connect a company's information at a physical address across USPS applications. CRIDs are assigned through the Business Customer Gateway.

CRID Assigned to Company Corporate Location / Associated with Master MID

4.   Mailer permit account number

eVS requires a single national permit account number that is used exclusively for all eVS mailings. This number may not be used to enter non-eVS mail. A new eVS permit imprint account in ZIP Code 20260 may be obtained through the Business Customer Gateway (BCG).

Name or Abbreviation of company to Appear in Company Permit Imprint:

eVS Permit Number	City	State	ZIP Code
	Washington	DC	20260

5.   Mailer CAPS account number

eVS requires a CAPS (Centralized Account Processing System) Debit account for postage payment and applicable annual mailing fees payment. You may use an existing CAPS Debit account or open a new one for eVS through USPS Business Customer Gateway.

Do you currently have a *PostalOne!* CAPS debit account that you wish to use?

☐ No   ☐ Yes   If yes, what is the CAPS number?

If you need a CAPS debit account or wish to open one for eVS, please complete **PS Form 6001**, **PS Form 6002**, and **PS Form 6003** after you have been issued an exclusive eVS permit imprint account number. Forms and information are available at https://caps.usps.gov/capsform.asp.

Part C.   Parcel Products

1.   Mail classes and price categories

Check all mail classes, subclasses, and price categories applicable to your current mailing operations (packages only). Not all products are currently available under eVS. Only the products listed in this section are available for eVS manifesting and postage payment.

a. Package Services

Mail Subclass and Price Category	Mail Processing Category	
☐ **Parcel Select**	**Machinable**	**Non-Machinable**
☐ **Presorted destination entry price**		
☐ Destination Network Distribution Center (DNDC) price	☐	☐
☐ Destination Sectional Center Facility (DSCF) price	☐	☐
☐ Destination Delivery Unit (DDU) price	☐	☐
☐ **Parcel Select Ground price (single-piece price)**	☐	**N/A**
☐ **Parcel Select Lightweight**	**Machinable**	**Irregular**
☐ None destination entry price	☐	☐
☐ Destination Network Distribution Center (DNDC) price	☐	☐
☐ Destination Sectional Center Facility (DSCF) price	☐	☐
☐ Destination Delivery Unit (DDU) price	☐	☐
☐ **Bound Printed Matter**	**Machinable**	**Irregular**
☐ **Presorted price (minimum 300 pieces):**		
☐ Destination Network Distribution Center (DNDC) price	☐	☐
☐ Destination Sectional Center facility (DSCF) price	☐	☐
☐ Destination Delivery Unit (DDU) price	☐	☐
☐ **Commercial Parcels - nonpresorted**	☐	☐
☐ **Media Mail – Commercial Parcels**		
☐ **Library Mail – Commercial Parcels**		

b. Standard Mail

Mail Subclass and Price Category		Mail Processing Category	
☐ **Marketing**	☐ **Marketing Nonprofit**	**Piece & lbs 3.3-oz or less**	**Piece & lbs 3.3-oz or more**
☐ None destination entry price		☐	☐
☐ Destination Network Distribution Center (DNDC) price		☐	☐
☐ Destination Sectional Center Facility (DSCF) price		☐	☐
☐ Destination Delivery Unit (DDU) price		☐	☐
☐ **Standard Mail Nonprofit**			
☐ **Machinable**	☐ **Irregular**	**Piece & lbs 3.3-oz or less**	**Piece & lbs 3.3-oz or more**
☐ None destination entry price		☐	☐
☐ Destination Network Distribution Center (DNDC) price		☐	☐
☐ Destination Sectional Center Facility (DSCF) price		☐	☐
☐ Destination Delivery Unit (DDU) price		☐	☐

c. Priority Mail Express, Priority Mail and First-Class Package Service

Mail Subclass and Price Category

☐ **Priority Mail**   ☐ **Commercial Base** ☐ **Commercial Plus** ☐ **Commercial Plus Cubic**

☐ Single-piece price	☐ Balloon
☐ Dimensional Weight Rectangular	☐ Dimensional Weight NonRectangular
Flat Rate Boxes (regardless of weight or domestic destination)	Flat Rate Envelopes (regardless of weight or domestic destination)
☐ Small Flat Rate box	☐ Flat Rate envelope
☐ Medium Flat Rate box	☐ Legal Flat Rate envelope
☐ Large Flat Rate box	☐ Padded Flat Rate envelope
☐ Military Flat Rate box (APO/FPO/DPO)	
☐ Regional Rate Box A ☐ Regional Rate Box B	

☐ **Priority Mail Open & Distribute**   ☐ **DDU Entry** ☐ **All Other Entry**

☐ Half Tray Box ☐ Full Tray Box ☐ EMM Tray Box ☐ Flat Tub Tray Box

☐ **First-Class Package Service**

☐ **Non-presorted price (single-piece price)**

☐ **Priority Mail Express**	☐ **Commercial Base** ☐ **Commercial Plus**
☐ **Hold for Pickup**　　☐ **Post Office to Addressee**	
☐ Flat Rate envelope (regardless of weight or domestic destination)	
☐ Legal Flat Rate envelope (regardless of weight or domestic destination)	
☐ Padded Flat Rate envelope (regardless of weight or domestic destination)	
☐ Single-piece price (based on weight and destination zone-price)	

☐ **Priority Mail Express Open & Distribute** *(IMpb, file version 1.6 or higher required)*

d. Parcel Return Service

Mail Classes and Subclasses		
☐ **Parcel Return Service**	**Machinable**	**Nonmachinable**
☐ Return Sectional Facility (RSCF) price	☐	☐
☐ Return Delivery Unit (RDU) price	☐	☐
☐ Balloon price	☐	☐
☐ Oversized price	☐	☐

e. Combined Mailings

Mail Classes and Subclasses
☐ Parcel Select
☐ Parcel Select Light Weight
☐ Bound Printed Matter
☐ Media Mail
☐ Library Mail
☐ Standard Mail

Authorization Type (Domestic Mail Manual 705.6 and 705.7)
☐ **DMM 705.6.2** (Combining Parcels—DNDC Entry)
☐ **DMM 705.6.3** (Combining Parcels—Parcel Select, DSCF, DDU Rates)
☐ **DMM 705.6.4** (Combining Package Services, Parcel Select and Standard Mail — Optional 3-Digit SCF Entry)
☐ **DMM 705.7.1** (Combining Parcels—DSCF and DDU Entry)
☐ **DMM 705.7.2** (Combining Parcel Select and Package Services Machinable Parcels for DNDC Entry)
☐ **DMM 705.21** (Combining Parcel Select, PS Light Weight, Package Services, and Standard Mail Parcels)
Submit a copy of appropriate authorization letter with application.

f. Extra Service Options for Domestic Mail

☐ **No Extra Services (passive en route barcode)**

☐ **Extra Services:**

☐ Adult Signature *(Priority Mail Express, Priority Mail and Parcel Select only)**

☐ Adult Signature Restricted Delivery *(Priority Mail Express, Priority Mail and Parcel Select only)**

☐ Collect on Delivery (COD) (PS Form 3877 required)

☐ USPS Tracking

☐ Hold for Pickup *(Priority Mail Express, First-Class Package Service, Priority Mail and Parcel Select only)*

☐ Insured Mail *(Package Services and Standard Mail only)* (PS Form 3877 required)

☐ Restricted Delivery

☐ Return Receipt (COD and Insured Mail)

☐ Signature Confirmation

☐ Special Handling

g. International Mail

☐ First-Class Package International Service

☐ Priority Mail International

☐ Priority Mail Express International

☐ Global Express Guaranteed

Part D.   Acceptance Points/ Mailer's Sort Facilities

1. **BMEU and DMU acceptance points**
   Please provide data for all acceptance points and sort facilities that will migrate to eVS manifesting when the certification process is complete. List by permit number and mailing site as shown by the example all business mail entry units (BMEUs) at Postal Service facilities and, if applicable, detached mail units (DMUs) in your company's production plants where mailings are currently verified and accepted by the Postal Service (attach an electronic spreadsheet if additional entries are necessary).

2. **Mailer's sort facilities**

   Provide information for all the facilities where you prepare and sort parcel mail.

1. BMEU and DMU Acceptance Points				2. Mailer's Sort Facilities	
Permit No.	BMEU	DMU	BMEU/DMU City/State/ZIP	Mailer's Sort Facility Name	Mailer's Sort Facility Complete Physical Address
45	☒	☐	*Denver CO 80266-9651*	*ABC Mailing House*	*1204 W Main ST Lakewood CO 80214*
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			

Part E.   Entry Facilities

- **Destination and origin entry facility listing**
  Check destination entry facilities—Network Distribution Centers (NDCs), Sectional Center Facilities (SCFs), Destination Delivery Units (DDUs)—within the NDC ZIP Code ranges shown. If origin entry facilities are used including detached mail units within the mailer's plant, check the appropriate boxes within the NDC ZIP Code ranges. Send an electronic file or spreadsheet listing the destination entry facilities and city, state, and ZIP Codes of SCFs, DDUs, and origin facilities.

  a. NDC/ASF Service Area ZIP Codes subject to change, please refer to Domestic Mail Manual (DMM) Labeling List (L601—NDCs and L602—ASFs)

  b. NDC/ASF—DNDC Price Eligibility (please refer to DMM 453 exhibit 453.3.1.3)

Entry facility – Serving NDC/ASF	NDC/ASF Service Area ZIP Codes	DNDC	DSCF	DDU	Origin
NDC New Jersey NJ 00102	005, 066, 068-079, 085-119, 124-127	☐	☐	☐	☐
NDC Springfield MA 05500	010-065, 067, 120-123, 128,129	☐	☐	☐	☐
ASF Buffalo NY 140	130-149	☐	☐	☐	☐
NDC Pittsburgh PA 15195	130-168, 260, 265, 268, 439-449	☐	☐	☐	☐
NDC Philadelphia PA 19205	080-084, 169-199	☐	☐	☐	☐
NDC Washington DC 20799	200-212, 214-239, 244, 254, 267, 268	☐	☐	☐	☐
NDC Greensboro NC 27075	240, 241, 243, 245, 270-297, 299	☐	☐	☐	☐
NDC Atlanta GA 31195	242, 298, 300-312, 318, 319, 350-352, 354-368, 373, 374, 367-379, 395, 399, 407-409, 417, 418, 425, 426	☐	☐	☐	☐
NDC Jacksonville FL 32099	006-009, 313-317, 320-342, 344, 346, 347, 349, 398	☐	☐	☐	☐
NDC Memphis TN 38999	369-372, 375, 380-394, 396, 397, 421,422, 700, 701, 703-708, 716, 717, 719-729	☐	☐	☐	☐
NDC Cincinnati OH 45900	246-253, 255-259, 261-264, 266, 400-406, 410-416, 427, 430-433, 437, 438, 450-462, 469-474, 478	☐	☐	☐	☐
NDC Detroit MI 48399	434-436, 465-468, 480-497	☐	☐	☐	☐
NDC Des Moines IA 50999	500-516, 520-528, 570-575, 577, 612, 680, 681, 683-689	☐	☐	☐	☐
NDC Minneapolis/St. Paul MN 55202	498, 499, 540-548, 550, 551, 553-567, 576, 580-588	☐	☐	☐	☐
ASF Sioux Falls SD 570	510-513, 570-575, 577	☐	☐	☐	☐
ASF Fargo ND 580	565, 567, 576, 580-588	☐	☐	☐	☐
ASF Billings MT 590	590-599, 821	☐	☐	☐	☐
NDC Chicago IL 60808	463, 464, 530-532, 534, 535, 537-539, 549, 600-608, 610, 611	☐	☐	☐	☐
NDC St. Louis MO 63299	420, 423, 424, 475-477, 479, 609, 613-620, 622-631, 633, 634, 636-639	☐	☐	☐	☐
NDC Kansas City KS 64399	635, 640, 641, 644-658, 660-662, 664-676, 678	☐	☐	☐	☐
ASF Oklahoma City OK 730	730, 731, 734-738, 740, 741, 743-749	☐	☐	☐	☐

Entry facility – Serving NDC/ASF	NDC/ASF Service Area ZIP Codes	DNDC	DSCF	DDU	Origin
NDC Dallas TX 75199	679, 710-714, 718, 730, 731, 733-741, 743-770, 772-799, 880-883, 885	☐	☐	☐	☐
NDC Denver CO 80088	590-599, 677, 690-693, 800-816, 820-834, 836, 837, 840-847, 850-853, 855-857, 859, 860, 863, 865, 870, 871, 873-879, 884, 898, 979	☐	☐	☐	☐
ASF Salt Lake City UT 840	832-834, 836, 837, 840-847, 898, 979	☐	☐	☐	☐
ASF Phoenix AZ 852	850-853, 855-857, 859, 860, 863	☐	☐	☐	☐
ASF Albuquerque NM 870	813, 865, 870, 871, 873-879, 884	☐	☐	☐	☐
NDC Los Angeles CA 90901	864, 889-891, 893, 900-908, 910-928, 930-935	☐	☐	☐	☐
NDC San Francisco CA 94850	894, 895, 897, 936-969	☐	☐	☐	☐
NDC Seattle WA 98000	835, 838, 970-978, 980-986, 988-999	☐	☐	☐	☐
Offshore Entry Facilities	**Service Area ZIP Codes**		DSCF	DDU	Origin
SCF San Juan PR 006	006-009		☐	☐	☐
SCF Honolulu HI 967	967, 968		☐	☐	☐
SCF Anchorage AK 995	995, 996		☐	☐	☐

Part F.   Quality Control

1.   Procedures
Attach the quality control (QC) procedures used by your company to address each of the following areas:

☐ a. Preparation and maintenance of quality control documentation
☐ b. Proper classification of mail for rate eligibility
☐ c. Assignment and maintenance of Mailer IDs for company and clients
☐ d. Maintenance of barcode read rate
☐ e. Documentation of Extra Services on PS Form 3877, *Firm Mailing Book for Accountable Mail*
☐ f. Systematic sampling process
☐ g. Maintenance of electronic file quality including transmission and updating
☐ h. Overall periodic operational quality improvement
☐ i. Management of delivery appointments with the Postal Service

2.   QC Worksheets
Do you prepare and maintain quality control worksheets?

☐ a. Yes   ☐ b. No

3.   Weight determinations
How are parcel weights determined?

☐ a. By weighing after the package is produced.
☐ b. By predetermined weight(s). Explain how predetermined weights are calculated and how often they are updated in your system.

☐ c. Other method. Describe fully any other method used.

4   **Scale maintenance**

How often are the scales calibrated and certified?

☐ a. Annually

☐ b. Semiannually

☐ c. Quarterly

5.   **Military Addresses**

Does your company mail parcels to overseas military addresses (APO/FPO)?

☐ **a. Yes**

☐ **b. No**

If you check a, your company must use the correct customs forms (PS Forms 2976 or 2976-A). Online custom forms and information are available at https://webapps.usps.com/customsforms/

6.   **Hazardous Materials**

Will you be mailing anything that is liquid, fragile, perishable, or potentially hazardous?

☐ **a. Yes**

☐ **b. No**

Part G.   Manifest System Information

1.   **Internal programming or vendor-provided support**

Will your company develop the manifest system?

☐ a. Yes

☐ b. No, will use eVS compliant vendor

☐ c. No, will use another vendor

If b or c, provide the name and address of the vendor developing your manifest system (including internet-based systems).

If b or c, provide the name and version of the software product/manifest system.

2.   **Duplicate package identification numbers**

Explain how your company's manifest system will ensure against the generation of duplicate package identification codes (PICs) within a 120-day period?

3.   **Update of rate tables and zone charts**

Explain how your company's manifest system updates rate tables and zone charts?

4.   **Manual entry elements**

Which data elements require manual input to generate your manifest?

☐ a. Unique ID number

☐ b. Class of mail

☐ c. Other (specify):

☐ d. None

5.   **Manifest system capabilities**

☐ a. Balloon rate for Parcel Select under 20 pounds and over 84 inches in length and girth combined

☐ b. Oversized rate for Parcel Select over 108 inches up to 130 inches in length and girth combined

☐ c. Balloon rate for Priority Mail under 20 pounds and over 84 inches in length and girth combined for local and zones 1 through 4

☐ d. Dimensional-rate pricing for Priority Mail for zones 5 through 9 for packages greater than one cubic foot

☐ e. Cubic dimensional pricing for Priority Mail for packages smaller than .50 cubic foot

☐ f. Nonmachinable or Nonbarcoded Parcel Surcharge (First-Class Package Service)

☐ g. Nonbarcoded Parcel Surcharge (Standard Mail)

6.   **Hard copy output**

If applicable, submit in electronic or scanned form with this application the following documentation for a sample mailing. These samples must be produced from the actual software and hardware that will be used.

☐ a. Current sample labels showing permit imprint and unique package identification code.

☐ b. Completed sample Form 3877, Firm Mailing Book for Accountable Mail or facsimile, if you are manifesting pieces with Extra Services.

☐ c. Sample of any privately printed Extra Service labels.

7.   **Barcode label production**

☐ a. Internally produced

☐ b. Client produced

☐ c. Other (explain)

> **Note:** Although your company may have received prior USPS Label and File Certification for Tracking Only, eVS requires a separate File and Label Certification.

8.   **Electronic file format**

☐ a. Flat file v1.6

☐ b. Flat file v1.7 (Recommended)

☐ c. Flat file v2.0 (Recommended)

☐ d. Electronic Data Interchange (EDI 215)

9.   **Inbound to USPS Electronic file transmission (Secure transmission required)**

☐ a. PDX - Web Service via API or Browser upload

☐ b. Secure file transmission (SFTP)

☐ c. AS2

10.   **Outbound to mailers Electronic file transmission** (Confirmation, Tracking & Reconciliation extract files available)

☐ a. PDX - Web Service via API or Browser download

☐ b. Secure file transmission (SFTP)

☐ c. AS2

Note: PS Form 1357-S is required to establish connectivity for SFTP. EDI requires different forms and processes; please contact eVS@usps.gov for further information.

11.   **Barcode label production for Postal Service Shipping Services**

☐ a. Print own labels   ☐ b. USPS API Generated Label

12.   **Postage Payment Extract**

Do you wish to receive the eVS postage payment extract?

☐ a. Yes – full extract

☐ b. Yes – partial extract with postage details suppressed

☐ c. No

13.   **Monthly Reconciliation Extract**

Do you wish to receive the eVS monthly reconciliation extracts?

☐ a. Yes

☐ b. No

Exhibit 2 – eVS Vendor Application:

ELECTRONIC VERIFICATION SYSTEM (eVS)
VENDOR APPLICATION

Vendors interested in supporting eVS must complete this application to obtain an eVS evaluated compliant vendor status or eVS certified vendor status. If you have questions about this application, please call your vendor manager.

Part A.   Vendor Information

1. Vendor name

2. Vendor corporate address (street address, city, state, and ZIP+4®)
Street address:
City, state, and ZIP+4®:

3. Vendor contact information
   Name
   Title
   Telephone number
   Fax number
   Email address

6. Name of person completing application *(signature not required)*	Date

Part B.   Parcel Products

1.   Mail classes and rate categories
Check all mail classes, subclasses, and rate categories applicable to the capabilities of your eVS vendor application (parcels only). NCSC certification test plan will be based on this application.

a. Package Services

Mail Subclass and Price Category	Mail Processing Category	
	Machinable	Non-Machinable
☐ **Parcel Select**		
☐ **Presorted destination entry price**		
☐ Destination Network Distribution Center (DNDC) price	☐	☐
☐ Destination Sectional Center Facility (DSCF) price	☐	☐
☐ Destination Delivery Unit (DDU) price	☐	☐
☐ **Parcel Select Ground price (single-piece price)**	☐	N/A
☐ **Parcel Select Lightweight**	Machinable	Irregular
☐ None destination entry price	☐	☐
☐ Destination Network Distribution Center (DNDC) price	☐	☐
☐ Destination Sectional Center Facility (DSCF) price	☐	☐
☐ Destination Delivery Unit (DDU) price	☐	☐

	Machinable	Irregular
☐ **Bound Printed Matter**		
☐ **Presorted price (minimum 300 pieces):**		
☐ Destination Network Distribution Center (DNDC) price	☐	☐
☐ Destination Sectional Center facility (DSCF) price	☐	☐
☐ Destination Delivery Unit (DDU) price	☐	☐
☐ **Commercial Parcels - nonpresorted**	☐	☐
☐ **Media Mail – Commercial Parcels**		
☐ **Library Mail – Commercial Parcels**		

b. Standard Mail

Mail Subclass and Rate Category		Mail Processing Category	
☐ **Marketing**	☐ **Nonprofit Regular**	**Machinable**	**Irregular**
☐ None destination entry price		☐	☐
☐ Destination Network Distribution Center (DNDC) price		☐	☐
☐ Destination Sectional Center Facility (DSCF) price		☐	☐
☐ Destination Delivery Unit (DDU) price		☐	☐
☐ **Carrier Route:**		**Piece & lbs 3.3-oz or less**	**Piece & lbs 3.3-oz or more**
☐ Basic		☐	☐
☐ Saturation		☐	☐
☐ High Density		☐	☐

c. Express Mail, Priority Mail and First-Class Mail

Mail Subclass and Price Category
☐ **Priority Mail Express**   ☐ **Commercial Base** ☐ **Commercial Plus**
☐ **Hold for Pickup**   ☐ **Post Office to Addressee**
☐ Flat Rate envelope (regardless of weight or domestic destination)
☐ Legal Flat Rate envelope (regardless of weight or domestic destination)
☐ Padded Flat Rate envelope (regardless of weight or domestic destination)
☐ Single-piece price (based on weight and destination zone-price)
☐ **Express Mail Open & Distribute**

| ☐ **Priority Mail** | ☐ **Commercial Base** | ☐ **Commercial Plus** |
| | ☐ **Commercial Plus Cubic** | ☐ **Regional Rate Boxes** |

Flat Rate Boxes	Flat Rate Envelopes
(regardless of weight or domestic destination)	(regardless of weight or domestic destination)
☐ Small Flat Rate box	☐ Flat Rate envelope
☐ Medium Flat Rate box	☐ Legal Flat Rate envelope
☐ Large Flat Rate box	☐ Padded Flat Rate envelope
☐ Military Flat Rate box (APO/FPO/DPO)	
☐ Single-piece price (based on weight and destination zone-price)	
☐ Balloon	
☐ Dimensional Weight Rectangular	☐ Dimensional Weight Non-Rectangular
☐ Regional Rate Box A	☐ Regional Rate Box B

☐ **Priority Mail Open & Distribute**

☐ **First-Class Package Service**

☐ **Non-presorted price (single-piece price)**

d. International – Global Express Guaranteed, Express Mail International, Priority Mail International and First-Class Mail International

Mail Subclass and Price Category		
☐ **Global Express Guaranteed**	☐ **Commercial Base**	☐ **Commercial Plus**
☐ **Express Mail International**	☐ **Commercial Base**	☐ **Commercial Plus**
☐ Flat Rate envelope (max 20 lbs)		
☐ Legal Flat Rate envelope (max 20 lbs)		
☐ Flat Rate Box (max 20 lbs)		
☐ Single-piece price (based on weight and destination zone-price)		
☐ **Priority Mail International**	☐ **Commercial Base**	☐ **Commercial Plus**
Flat Rate Boxes (regardless of weight or domestic destination)	Flat Rate Envelopes (regardless of weight or domestic destination)	
☐ Small Flat Rate box (max 4 lbs)	☐ Flat Rate envelope (max 4 lbs)	
☐ Medium Flat Rate box (max 20 lbs)	☐ Legal Flat Rate envelope (max 4 lbs)	
☐ Large Flat Rate box (max 20 lbs)	☐ Padded Flat Rate envelope (max 4 lbs)	
☐ Single-piece price (based on weight and destination zone-price)		
☐ Balloon		
☐ Dimensional Weight Rectangular	☐ Dimensional Weight Non-Rectangular	
☐ Regional Rate Box A	☐ Regional Rate Box B	
☐ **First-Class Package International Service (packages – max 4 lbs)**		

e. Combined Mailings

Mail Classes and Subclasses

☐ Parcel Select

☐ Bound Printed Matter

☐ Media Mail

☐ Library Mail

☐ Standard Mail

Authorization Type (Domestic Mail Manual 705.6 and 705.7)

☐ **DMM 705.6.2** (Combining Parcels—DNDC Entry)

☐ **DMM 705.6.3** (Combining Parcels—Parcel Select ONDC Presort, NDC Presort, DSCF, and DDU Prices)

☐ **DMM 705.6.4** (Combining Package Services, Parcel Select and Standard Mai —Optional 3-Digit SCF Entry)

☐ **DMM 705.7.1** (Combining Parcels—DSCF and DDU Entry)

☐ **DMM 705.7.2** (Combining Parcel Select and Package Services Machinable Parcels for DNDC Entry)

☐ **DMM 705.21.1** (Combining Parcel Select, Package Services, and Standard Mail Parcels)

Submit a copy of appropriate authorization letter with application.

f. Extra Service Options

☐ **Extra Services - Domestic:**
☐ Adult Signature *(Express Mail, Priority Mail and Parcel Select only)*
☐ Adult Signature Restricted Delivery *(Express Mail, Priority Mail and Parcel Select only)*
☐ Collect on Delivery (COD) (PS Form 3877 required)
☐ Delivery Confirmation
☐ Hold for Pickup *(Express Mail, First-Class Mail, Priority Mail and Parcel Select only)*
☐ Insured Mail (PS Form 3877 required)
☐ Restricted Delivery
☐ Return Receipt (COD and Insured Mail)
☐ Signature Confirmation
☐ Special Handling
☐ **Extra Services - International:**
☐ Certificate of Mailing
☐ Customs Clearance and Delivery
☐ Pick up on Demand
☐ Insurance
☐ Restricted Delivery
☐ Return Receipt (Insured Mail)

Part C.   Software Platform/Operating System

1.   **Software Version**

2.   **Operating Platform**

3.   **Compatible Printers**

4.   **Compatible Printer Drivers**

Part D.   Manifest System Information

1.   An eVS manifest must ensure against duplicate package identification codes (PICs) within 120 days (effective Feb, 2015). **Explain how the system prevents duplicate labels.**

2.   **How are price tables and zone charts updated?**

3.   **How are software versions controlled?**

4.   **How is the manifest generated?**

5.   **Electronic File format**

What methods of transmission will be offered to customers?

☐ **Flat file v2.0** *(recommended)*
☐ **Flat file v1.7**
☐ **Electronic Data Interchange (EDI)**
Note: PS Form 1357-S is required to establish connectivity for SFTP. EDI requires different forms and processes.

6.   **Secure Electronic File transmission method**

What methods of transmission will be offered to customers?

☐ **SFTP with PGP**
☐ **AS2**
☐ **Web Services (PDX)**
Note: PS Form 1357-S is required to establish connectivity for SFTP.

7.   **How will the manifest be submitted?**

☐ **Vendor submission of all customer manifests**
☐ **Customer submission of manifests**

8. **Manual entry elements**
   Which data elements require manual input to generate manifests?

   ☐ a. Unique ID number
   ☐ b. Class of mail
   ☐ c. Other (specify):
   ☐ d. None

9. **Hard copy output**

   If applicable, submit in electronic or scanned form with this application the following documentation for a sample mailing. These samples must be produced from the actual software and hardware that will be used.
   ☐ a. Current sample labels showing permit imprint and unique package identification code.
   ☐ b. Completed sample Form 3877, *Firm Mailing Book for Accountable Mail* or facsimile, if you are manifesting pieces with Extra Services.
   ☐ c. Sample of any privately printed Extra Service labels.

10. **Barcode label production**
    ☐ a. Internally produced
    ☐ b. Client produced
    ☐ c. Other (explain)
    Note: Although your company may have received prior USPS Label and File Certification for Tracking Only, eVS requires a separate File and Label Certification.

11. **How are parcel weights determined?**

    ☐ a. By weighing after the package is produced.
    ☐ b. By predetermined weight(s). Explain how predetermined weights are calculated and how often they are updated in your system.

    ☐ c. Other method. Describe fully any other method used.

Part E.   Account Profile (Completed by Postal Service)

Vendor (test) eVS Permit Number	Company Name or Abbreviation in Indicia
Permit Post Office of Account	**Finance Number (Post Office of Account)**
City State ZIP Code	
Vendor Mailer ID	**CRID**

Appendix C: Postal Service Forms

The additional forms required to configure a mailer's eVS account are available at www.usps.com; click on *All Products and Services*; then (in the alphabetical list) on *Forms*, then on *Find a Form*, then on *All Online PDF Forms in Numeric Order*, and then on the link for the desired form:

1357-S
3615
5052

The forms necessary to configure a mailer's CAPS Debit account are available at
http://caps.usps.gov/capsform.asp

6001
6002
6003

Appendix D: Sample eVS Authorization

This letter and any attachments authorize [company name] to enter and pay postage, as applicable, for the mail classes/products named in your Electronic Verification System (eVS®) profile. The terms and conditions stated in this authorization adhere to all requirements for eVS as described in the Domestic Mail Manual (DMM) and the Publication 205, Electronic Verification System Business and Technical Guide. Your company must maintain the following standards to keep this authorization in effect.

1. Postal Regulations: In addition to complying with the specific terms and conditions of this authorization, [Company Name] (hereafter referred to as the "mailer") will prepare all mailings pursuant to postal regulations and mailing standards that include, but are not limited to, proper preparation and sortation, appropriate mailpiece and content eligibility, and correct payment of the required postage and fees for the prices and services claimed. This authorization is therefore subordinate to, and does not supersede, any provision of the DMM or any other Postal Service regulations or rulings that apply to mail presented under this authorization or any other service agreement that the mailer has or is required to have with the Postal Service.

2. Permissible Mailpiece Types: This authorization will be limited to pay postage and fees for mailpieces in the "parcel" processing category (also known as "packages") as defined by the Postal Service in the DMM. The exception to that would be for letter size or flat size Priority Mail or Priority Mail Express flat rate envelopes.

3. Permissible Mail Classes/Products: This authorization for mailing packages will be limited to the mail class/product approved in *PostalOne!* Packages will meet the appropriate eligibility standards and content eligibility requirements for those mail classes/products. Packages prepared and claimed at other mail classes/products will not be allowed unless approved by the Manager, Product and Payment Technology Systems.

4. Mailer Identification and Locations: Prior to mailing, the mailer will obtain a master Mailer Identification (MID) number to be used exclusively for eVS mailings presented under this authorization. Any additional MIDs obtained for the mailer, or to identify clients or facilities of the mailer (for mail owners only) must be used exclusively for eVS. When eVS mailers enter packages for one or more clients (mail owners), the eVS mailer is expected to obtain a unique mailer ID (MID) for each client/mail owner to designate package ownership. Only certified MIDs may be used on packages mailed under eVS. The mailer will also provide the Postal Service with a complete listing of all mailer sort facilities, and entry postal facilities where the mailer will deposit mail. The mailer will be responsible for updating the list when a facility change is made by notifying the Manager, Product and Payment Technology Systems at eVS@usps.gov. The mailer is responsible for payment of all packages using any of the MIDs obtained for eVS use.

5. MIDs Financial Responsibility: Child MIDs that are requested and assigned to a Master MID become the responsibility of the Master MID owner whom they have been assigned to. When the relationship with the Child MID is severed it is the responsibility of the Master MID owner to ensure the use of the Child MID ceases. Payments for any packages that contain the Child MID in the PIC which are determined to be unmanifested by eVS are the responsibility of the Master MID owner to which the Child MID is assigned.

6. eVS Permit Number: Prior to mailing the eVS applicant must obtain permit imprint account to be used exclusively for eVS mailings. The applicant must apply for the permit imprint account using the PS Form 3615 Mailing Permit Application and Customer Profile. The registered permit number must be used exclusively for eVS mailings to ensure financial transactions remain separate from non-eVS transactions.

7. Quality Control (QC) and Record Retention: The mailer will, at a minimum, establish and perform under this authorization, all QC procedures described in Attachment A, *Quality Control Procedures*,

to ensure and maintain the accuracy of mail preparation and the correctness of postage computations. The Postal Service will reserve the right, at its discretion, to require the mailer to implement other reasonable and appropriate QC procedures if the Postal Service determines that the procedures described in Attachment A are inadequate to ensure proper payment of postage. The Postal Service will give the mailer 30 days to correct existing QC procedures before requiring additional procedures. As part of the QC procedures, manifest files and QC records prepared under this authorization will be retained as follows:

    a. All eVS manifest files will be retained for at least 90 days from the date of mailing and made available for inspection by the Postal Service.

    b. QC sampling reports will be retained for at least 90 days unless errors are detected. If errors are detected during the sampling process, the corrective action taken will be described on the sampling report and the reports will be retained for at least one year.

8. Payment Process: Payment will be made using an established Centralized Account Processing System (CAPS) debit account with the Postal Service, if such account has not already been established, and will authorize the Postal Service to deduct charges for postage and any fees from this CAPS account based on the mailing information reported under this authorization. The mailer will authorize the Postal Service to create the appropriate postage statements based on data transmitted in the electronic manifest files and to deduct postage and any fees automatically from the mailer's CAPS account. There must be adequate funds available to cover mailing activity and adjustments, and if debit limits are set for the debit account, the mailer must ensure that the limit is also sufficient to cover mailing activity and adjustments. The bank account is debited for the total day's postage on the next bank business day.

9. Manifest Transmission: The mailer will transmit each electronic manifest at or before the time of mailing. The mailer will ensure the successful transmission of each electronic manifest to the Postal Service. Data in each manifest file record will be accurate and populated to the correct fields as specified in Publication 205. Refer to the PostalOne Contingency Plan in the Publication 205 for system outages.

10. Parcel Barcode and Payment Markings: Each package presented by the mailer under this authorization will bear a readable barcode meeting the technical standards in Publication 199 - Intelligent Mail™ Package Barcode (IMpb) Implementation Guide for: Confirmation service and eVS mailers; and the Barcode Package Intelligent Mail Specification; contain the required package information, and any Extra Service used by the mailer. Each package will also bear a permit imprint indicating the payment of postage and displaying all markings required by the DMM for eVS manifest mailings. Container placards must be appropriately marked and labeled to indicate that all packages on or in such containers are part of an eVS manifest mailing.

11. Extra Services Documentation: For mailing with insurance or COD, mailers must use Shipping Services File version 1.6 or higher to provide recipient name and address information electronically to meet requirements for accountable Extra Services mailings.

12. Mailer Reviews: The mailer will provide any assistance the Postal Service may require to conduct periodic monitoring and review of the accuracy of mail acceptance and payment pursuant to this authorization. Such a review will include, but is not limited to, the review of procedures for ensuring files have been transmitted; handling damaged and withdrawn pieces; proper identification and classification of mail matter; quality control; corrective actions, and production of accurate documentation.

13. Refund Requests: The mailer will submit any request for a postage refund or any adjustment to the postage payment account for postage overpayment within 60 days from the date of mailing; otherwise, no refund request will be considered except in extenuating circumstances. The mailer must document and clearly explain the reason(s) for the discrepancy and the corrective action taken by the mailer to ensure the discrepancy does not recur. At a minimum, the request should include the following information: date the system or procedural failure occurred, the number of affected

pieces, the amount of the overpayment of postage, and the mailer's tax identification number (TIN). If applicable, additional information may include affected manifest Electronic File Numbers, Package Identification Codes (PICs), and any pertinent information that will support the refund request. Any occurrence of postage underpayment detected by the mailer will be reported to the Postal Service within five (5) working days from the date of detection. Any postage refund request or underpayment of postage may initiate an investigation by the Postal Service to determine why the discrepancy was not detected at the time of mailing and whether proper corrective action was taken to prevent a recurrence. The Manager, Product and Payment Technology Systems, will make a decision on the validity of a postage refund request or postage payment adjustment. When the Postal Service determines postage was overpaid or underpaid because of a system failure in the mailer's operation, the administrative processing cost will be charged to the mailer. Any applicable administrative cost will be deducted from the authorized net refund amount before the refund is issued.

14. Sampling: Postage sampling data will be collected by the Postal Service at facilities after the deposit of mailings under this authorization. The Postal Service will reserve the right to collect postage sampling data at the mailer's plants or places of origin with proper notice to the mailer or when required by the mail class/product or rate category manifested.

15. Postage Calculation Accuracy: The Postal Service will electronically check the accuracy of the postage amount in all electronic manifest files prepared and submitted by the mailer as specified in Publication 205. The Postal Service will calculate the postage and fees for each manifest using the original data elements found in the mailer's manifest files, generate the final postage statement from this data, and display the results as a variance in a report in *PostalOne!*

16. Additional Postage Assessments and Reconciliation Period: The Postal Service will handle the calculation and assessment of any outstanding postage due as explained in Publication 205. The reconciliation period for all other adjustments will begin after the close of any postal accounting period (the corresponding calendar month). The mailer will have the first 10 days during the subsequent month (the "reconciliation month") to transmit any missing or corrected manifest records. The mailer must request a Postal Service review before the 10th of the month. After the mailer initiates a request for review, the mailer and the Postal Service will review the sampling data and determine whether any samples are to be eliminated from the reconciliation process. Any adjustments for additional postage are withdrawn on the 21st of the subsequent month. The Postal Service will handle adjustments to postage due for the following specific situations:

   a. Adjustment to Manifest Postage: The Postal Service will determine whether the mailer owes additional postage for any postal accounting period by using sampling verifications conducted throughout the accounting period to calculate a Postage Adjustment Factor (PAF). A separate PAF is calculated for each mail class/product sampled by dividing the total postage for the samples by the total postage recalculated by the Postal Service for the corresponding package records in the mailer's manifest file. The Postal Service recalculates manifest postage using price-specific data elements in the mailer's manifest. Any additional postage owed to the Postal Service will be determined by the PAF as follows:

      (1) If the monthly sampling results in a PAF less than or equal to 1.015 (1.5%), then the total manifest postage for that accounting period will not be adjusted.

      (2) If the monthly sampling results in a PAF more than 1.015 (1.5%), postage has been underpaid and the Postal Service assesses additional postage due by multiplying the total recalculated manifest postage for the month by the PAF multiplier for each mail class/product.

   b. Unmanifested Packages:

Unmanifested packages include packages that were accepted and scanned by the Postal Service for which the Product Tracking and Reporting system (PTR) and eVS never received or successfully processed electronic manifest records representing the packages.

Any sampled packages that are unmanifested are charged actual postage at published prices based on the measured characteristics of those packages. Any packages that are unmanifested but were not sampled are charged an average per-piece calculated price by mail class. This per-piece price is calculated using the average postage, at published prices, for the mailer's sampled packages of that mail class.

c. Mis-shipped Parcels: Parcels deposited by the mailer at an incorrect entry facility are handled as follows:

    (1) Each Destination Delivery Unit (DDU) parcel is charged additional postage derived from the difference between the postage recalculated by the Postal Service for the corresponding parcel on record in the mailer's manifest file (recalculated manifest postage) and the applicable non-destination entry single-piece price for the mis-shipped DDU parcel as defined in the DMM. In the case of Standard Mail parcels, the mailer is charged the difference between the recalculated manifested postage and the appropriate First-Class Package Service single-piece price.

    (2) Destination Network Distribution Center (DNDC) and Destination Sectional Center Facility (DSCF) parcels are not part of the mis-shipped adjustment. Instead, the difference in postage between the recalculated manifest postage and the postage calculated for any sampled mis-shipped DNDC or DSCF parcel becomes part of the PAF for sampled parcels. Sample postage for mis-shipped DNDC and DSCF parcels is calculated at the appropriate non-destination entry price, including rezoning as necessary.

Mis-shipped parcels appear in the DDU Confirmation Services Mis-shipped Report in eVS. Postage for mis-shipped parcels is calculated daily.

d. Manifest Errors: The Postal Service uses the rate ingredients within the file to calculate postage for each package. In the event a rate ingredient combination does not produce a valid price, the PICs for these packages will be placed into the Manifest Error Report. Mailers must resubmit manifests before the 10th day of the reconciliation month to correctly pay for these packages. When packages with correct rate ingredients are manifested, they are removed from the Manifest Error Report. Any packages remaining after the 10th of the following month will be charged the average per-unit postage price for the mail class/product. If the mail class/product cannot be determined, the average per-unit postage price for all mail classes/products mailed will be charged for the packages remaining in the report.

To re-manifest the packages appearing on the Manifest Error Report, the mailer must use a new Electronic File Number. While this may result in a warning "label previously received" from the PTR on the detail record in the Confirmation Error Warning report, the packages will be accepted into eVS and billed correctly for postage payment.

If the mailer is using the IMpb, a correction file may be submitted so that packages will be accepted into eVS and billed correctly for postage payment.

e. Duplicate Packages: Packages for which there are multiple delivered scan events from PTR without corresponding payment records are considered duplicate records. Mailers are responsible for payment of all duplicate packages. Duplicate packages include packages with an eVS MID that were accepted and scanned by the Postal Service for which PTR and eVS have received either a) Delivered scan events in multiple ZIP Codes or b) Delivered scan events in the same ZIP Codes across multiple days or c) Multiple delivered scan events representing multiple packages delivered on the same day.

If a mailer submits a manifest containing detail records matching the PICs of duplicate packages, eVS reconciles the PIC and manifest destination ZIP Code to the corresponding duplicate record in order to recognize payment and determine which of the duplicate PICs is removed from the pending adjustment. eVS also maintains a count of duplicate records for each PIC. Only those duplicates for which no matching manifest record is found will be charged as part of the duplicate packages adjustment.

f. Content Eligibility: Mailers who present content based mailings must ensure parcels meet the eligibility requirements for the intended class of mail shown on the package. eVS mailers who enter content based packages are subject to periodic classification and content eligibility audits. If any package in a product content audit is found to have ineligible content, the percentage of packages in error of that mailing is considered to be ineligible for content-based pricing. For purposes of the content audit, a mailing is defined as all packages from a single MID with the same mailing month and mail class. Errors found will be documented for the mailer and the postage adjustment will be performed after the results are provided to the mailer. Any mitigation of the adjustment must be fully documented and submitted as an appeal to the Manager, Product and Payment Technology Systems.

g. Destination Entry Eligibility. Mailers who deposit mailings at DNDC and DSCF facilities must ensure that the packages destined for those facilities qualify to be deposited at those facilities and claim the respective destination entry prices. For pieces not destined to be entered at the correct entry facility, the mailer does not qualify for destination entry prices.

h. Presort Eligibility. Mailers who claim presort prices must meet presort volume and/or weight criteria. eVS considers a date of mailing and the mail class to determine if the presort criteria is met. For mailings that do not meet the minimum volume, each package is re-calculated to the appropriate qualifying single piece price.

i. Incorrect Packaging: Mailers who are using Postal Service supplied expedited packaging, labels or marking, but are identified and manifested as a non-expedited mail class will be assessed the difference of the actual sampled postage and the manifested postage.

j. IMpb Assessment: Mailers who do not meet the requirements for IMpb Compliance will be charged a per-piece noncompliance fee for each piece in excess of the thresholds on a monthly reconciliation basis. IMpb Compliance requirements include: having a unique IMpb barcode, having a complete destination delivery address and/or 11 Digit Delivery Point Validation (DPV) barcode, and submitting a Shipping Services file version 1.6 or higher with all required data elements. IMpb compliance is assessed based on the three thresholds above. Whichever of the thresholds yields the greatest number of non-compliant pieces, that count of non-compliant pieces will be used to determine the IMpb non-compliance fees. Starting January 2016, three new thresholds (Noncompliance Codes) are being added to the IMpb Noncompliance Report: Address Quality (AQ), Manifest Quality (MQ), and Barcode Quality (BQ). Those new IMpb compliance criteria and thresholds will not be assessed in January 2016; the assessments are proposed to begin in July 2016.

15. Mail Transport Equipment (MTE): The mailer will ensure that all MTE loaned by the Postal Service is used only for the preparation and transportation of mail that is delivered by the Postal Service. The mailer will use its best efforts to protect and maintain in good condition any MTE loaned by the Postal Service; will return all such MTE at the times, dates, and locations prescribed by the Postal Service; and will reimburse the Postal Service for the current replacement cost of any such MTE that is damaged beyond normal wear and use, or destroyed while in the mailer's possession, custody, or control.

16. Mailer Modifications: The mailer will provide 30 days advance written notice, unless otherwise specified or approved by the Postal Service, to the Manager, Product and Payment Technology

Systems, at evs@usps.gov for any of the following:

    a. Any relocation, change in company name, change in company permit indicia or change in ownership. A change in ownership will cause the termination of this authorization and require the establishment of a new authorization with the new owner.

    b. Any addition or modification to the mailer's production equipment or computerized systems that affect mail preparation or the generation of electronic files, barcodes, or mailing documentation required under this authorization.

    c. Any addition or modification to the mailer's list of origin entry facilities.

17. Suspension: The Manager, Product and Payment Technology Systems, may suspend this authorization at any time pending review, when there is an indication that postal revenue is not fully protected.

18. Mailer Cancellation: The mailer may cancel this authorization at any time by giving written notice to the Manager, Product and Payment Technology Systems. If the mailer requests cancellation of this authorization, the mailer will continue to be responsible for payment of postage for all future packages containing the mailer's MID.

19. Postal Service Cancellation: The Manager, Product and Payment Technology Systems, may cancel this authorization upon 30 days' written notice if the manager determines that:

    a. The mailer has not complied with the terms specified in any section of article 16.

    b. The mailer has improperly performed or neglected to perform quality control procedures required by this authorization and has not taken, or refuses to take, corrective action.

    c. The mailer has consistently presented mailings improperly paid or prepared, including the misclassification of mail.

20. Mailer Obligation: This authorization will certify acceptance of liability for and authorization to pay any revenue deficiencies assessed on any mailing represented by an eVS manifest file, subject to administrative appeal. With each transmission, the mailer will certify that all information transmitted in an eVS file as specified under this authorization is accurate, truthful, and complete; the mail complies with all Postal Service standards; the mailing qualifies for the prices and fees claimed; and the mailing does not contain any matter prohibited by law or postal regulation. The mailer understands that anyone who furnishes false or misleading information in eVS manifest files or omits material information in the manifest files may be subject to criminal penalties and/or civil penalties, including fines and imprisonment.

21. Duration: This authorization will remain in effect until such time as the Manager, Product and Payment Technology Systems, or the mailer's representative cancels it. If Postal Service eVS modifications or mailer-supplied information indicates a need for revision of this authorization, then it will be amended.

Attachment A

Quality Control Procedures

[Company Name]

1) Electronic Monitoring of Mailings

The mailer agrees to monitor continuously the web-based mailer reports and/or electronically supplied extract files provided by the Electronic Verification System (eVS) to identify manifesting errors, underpayment of postage, postage variance errors, unmanifested packages, mis-shipped DDU parcel, system problems, and any other reports or messages transmitted to the mailer by the Postal Service.

2) Internal Sampling Verification

a) The mailer will develop an electronically formatted Quality Control sampling form approved by the Postal Service and document a -by- postage comparison on that form.

b) Initially, the mailer will perform postage accuracy verifications on 0.5 percent of the packages, or 100 packages, whichever is less, per day from each mailing location for the first 30 days. After that, when mailings remain within the +/- 1.5 percent accuracy level for proper postage calculation, the number of packages verified from each mailer location can be reduced to 100 packages per week.

c) The mailer will perform these verifications by comparing the postage documented during the quality assurance sampling against the postage claimed in the electronic manifest files.

d) The mailer will retain Quality Control sampling forms electronically for at least 90 days unless errors are detected. If errors are detected during the sampling process, the mailer will document the following on the Quality Control sampling form and retain these reports for at least 1 year:

(1) Description of error

(2) Root cause of error

(3) Corrective action

(4) Notification to production supervisor.

e) This same procedure will also be followed when the Postal Service finds and reports errors to the mailer.

3) Quality Control Areas

The mailer will ensure that a quality process is in place for any of the following applicable areas:

a. The mailer will maintain and document the mailer's quality control over all aspects of mail production including accurate classification of mail and system processing environments. Documentation could be represented by a quality control manual or other work instructions and checklists that the Postal Service could audit if necessary.

b. The mailer will ensure that the identification number used for file transmission and identification numbers used for package identification of the mailer and package identification of the clients of the mailer are incorporated into the eVS data structure for proper identification and impact on postage payment.

c. The mailer will document the quality controls used and the reports generated that ensure accurate readability of barcode information on all packages. Barcodes include the barcodes used for the package identification codes and barcodes used as the postal routing barcodes for the destination ZIP Code of the package.

d. The mailer will document the frequency of errors by using an electronically formatted sampling form approved by the Postal Service. Samples will consist of mixed classes and destinations. Descriptions, root causes of those errors and the corrective action taken for files accepted from clients will be documented on the sampling form. The mailer will have client-based quality control to ensure the proper rating of all material being entered by the client.

e. The mailer will ensure the inclusion of all client data files within the body of the main electronic eVS manifest mailing.

f. The mailer will ensure the proper upload of all electronic eVS manifest mailing data.

g. The mailer will ensure that file error report data returned from the Postal Service receives scrutiny, prompt correction, retransmission or other electronically documented reconciliation.

h. The mailer will arrive within one half hour of appointment schedules and provide, upon request by the Postal Service, electronic validation of monthly performance in meeting these appointment schedule times, as applicable to each destination delivery unit post office where mail is being deposited.

Appendix E: Piece-Pound Parcel Rate Computations*

Standard Mail

To record piece–pound postage amount in file version 2.0 Detail Record 1 positions (30) or file versions 1.6/1.7 Detail Record 1 positions (318-324), compute as follows:

Step 1	Use parcel weight in (A) from File Version 2.0 Detail Record 1 positions (35) or File Version 1.6 and 1.7 Detail Record 1 positions (363-371), rounded off to 4 decimal places (decimal point shown only for ease of illustration).
Step 2	Multiply (A) by the appropriate discounted pound rate (B) to determine the "individualized" pound postage amount (C).
Step 3	Add (C) and the corresponding piece rate (D) to determine the "interim" postage amount (E).
Step 4	Round off (E) to 3 decimal places to determine the rounded postage amount (F).
Step 5	Record (F) as shown in (G) with leading zeroes in the postage amount

Note: Postage amount excludes:
- Extra Service fee amounts.
- Barcode Surcharge amount.
- Nonincidental Enclosure postage amount.

* MAY NOT REFLECT THE ACTUAL CURRENT PRICES

Appendix E: Piece-Pound Parcel Rate Computations*

Rate With Destination Discount	(A) weight (pound)		(B) Pound Rate		(C) A x B Pound Postage Amount		(D) Piece Rate		(E) (C+D) Interim Postage Amount		(F) Rounded Postage Amount	(G) Postage Amount Reported in file
DDU 5-digit	0.5652	x	0.289	=	0.163343	+	0.563	=	0.726343	=	$0.726	0000726
DSCF 5-digit	0.5652	x	0.524	=	0.296165	+	0.563	=	0.859165	=	$0.859	0000859
DSCF SCF	0.5652	x	0.524	=	0.296165	+	0.622	=	0.918165	=	$0.918	0000918
DNDC 5-digit I	0.5652	x	0.775	=	0.43803	+	0.563	=	1.00103	=	$1.001	0001001
DNDC SCF	0.5652	x	0.775	=	0.43803	+	0.622	=	1.06003	=	$1.060	0001060
DNDC NDC	0.5652	x	0.775	=	0.43803	+	1.022	=	1.46003	=	$1.460	0001460
None NDC	0.5652	x	0.99	=	0.559548	+	0.879	=	1.438548	=	$1.439	0001439
None Mixed NDC	0.5652	x	0.99	=	0.559548	+	1.497	=	2.056548	=	$2.057	0002057

Presorted NDC Rate with DNDC Destination Entry Discount

Presorted 5-Digit or 5-digit scheme with DSCF Destination Entry Discount
At least 10 pounds of parcels to the same 5-digit or 5-digit scheme location required.

Presorted 5-Digit DDU Destination Entry Discount
Standard Mail parcels entered at DDUs are eligible at any volume.

Bound Printed Matter (Presorted)

To record piece–pound postage amount in File Version 2.0 Detail Record 1 positions (30) or File Version 1.6 and 1.7 Detail Record 1 positions (318-324), compute as follows:

Step 1	Use parcel weight in (A) from File Version 2.0 Detail Record 1 positions (35) or File Version 1.6 and 1.7 Detail Record 1 positions (363-371), rounded off to 4 decimal places (decimal point shown only for ease of illustration).
Step 2	Multiply (A) by the appropriate discounted pound rate (B) to determine the "individualized" pound postage amount (C).
Step 3	Add (C) and the corresponding piece rate (D) to determine the "interim" postage amount (E).
Step 4	Round off (E) to 3 decimal places, or as specified in the DMM, to determine the rounded postage amount (F).
Step 5	Record (F) as shown in (G) with leading zeroes in the postage amount

Note: Postage amount excludes:

- Extra Service fee amounts.
- Barcode Surcharge amount.
- Nonincidental Enclosure postage amount.

Rate With Destination Discount	(A) weight (pound)		(B) Pound Rate		(C) A x B Pound Postage Amount		(D) Piece Rate		(E) (C+D) Interim Postage Amount		(F) Rounded Postage Amount	(G) Postage Amount Reported in file
Presorted DNDC Zone 3	2.0222	x	0.102	=	0.2062	+	1.234	=	1.4402	=	$1.440	0001440
Presorted DSCF	2.0222	x	0.06	=	0.1213	+	0.836	=	0.9573	=	$0. 957	0000957
Presorted DDU	2.0222	x	0.025	=	0.0506	+	0.657	=	0.7076	=	$0.708	0000708

Presorted Rate with Destination Entry Discount

Appendix F: Applicable Rates for Destination Entry Mailing

Mailings Deposited at a Destination Network Distribution Center/Auxiliary Service Facility

Subclass	Rate Category
Parcel Select	- Parcel Select DNDC zone price if within destination NDC/ASF service area. - Parcel Select **<u>Ground</u>** if outside destination NDC /ASF service area.
Parcel Select Lightweight	- Presorted NDC price at DNDC entry discount if within NDC /ASF service area. - Presorted SCF price (volume dependent) at DNDC entry discount if within NDC /ASF service area. - Presorted 5-Digit price (volume dependent) at DNDC entry discount if within NDC /ASF service area. - Presorted NDC price, with no destination entry price discount. - Presorted Mixed NDC price, with no destination entry price discount.
Bound Printed Matter	- Presorted DNDC discount zone price if within NDC /ASF service area. - Presorted zone price if outside NDC /ASF service area.
Media Mail	- Basic price if within NDC /ASF service area. 5–digit price (volume dependent).
Library Mail	- Basic price if within NDC /ASF service area. 5–digit price (volume dependent).
Standard Mail (Nonprofit)	- Presorted NDC price at DNDC entry discount if within NDC /ASF service area. - Presorted SCF price (volume dependent) at DNDC entry discount if within NDC /ASF service area. - Presorted 5–digit price (volume dependent) at DNDC entry discount if within NDC /ASF service area. - Presorted NDC price, with no destination entry price discount. - Presorted Mixed NDC price, with no destination entry price discount.
Standard Mail Marketing	- Presorted NDC price at DNDC entry discount if within NDC /ASF service area. - Presorted SCF price (volume dependent) at DNDC entry discount if within NDC /ASF service area. - Presorted 5–Digit price (volume dependent) at DNDC entry discount if within NDC /ASF service area. - Presorted NDC price, with no destination entry price discount. - Presorted Mixed NDC price, with no destination entry price discount.

Mailings Deposited at a Destination Sectional Center Facility

Subclass	Rate Category
Parcel Select	▪ Parcel Select DSCF price if within DSCF service area. ▪ Parcel Select DNDC zone price under L607 if within DSCF service area and NDC serving DSCF.
Parcel Select Lightweight	▪ Presorted SCF DSCF price (Irregular parcels only; volume dependent) if within DSCF service area. ▪ Presorted 5–Digit DSCF price (volume dependent) if within DSCF service area.
Bound Printed Matter	▪ Presorted DSCF discount price (volume dependent) if within DSCF service area. ▪ Presorted DNDC discount zone price under L607 if within DSCF service area and NDC serving DSCF.
Media Mail	▪ Basic price (volume dependent). ▪ 5–digit price (volume dependent).
Library Mail	▪ Basic price (volume dependent). ▪ 5–digit price (volume dependent).
Standard Mail (Nonprofit)	▪ Presorted 5–Digit DSCF price (volume dependent) if within DSCF service area. ▪ Presorted SCF DSCF price (volume dependent) if within DSCF service area.
Standard Mail Marketing	▪ Presorted 5–Digit DSCF price (volume dependent) if within DSCF service area. ▪ Presorted SCF DSCF price (volume dependent) if within DSCF service area.

Mailings Deposited at a Destination Delivery Unit

Subclass	Rate Category
Parcel Select	▪ Parcel Select DDU price if within DDU service area.
Parcel Select Lightweight	▪ 5-Digit price if within DDU service area.
Bound Printed Matter	▪ Presorted DDU rate if within DDU service area.
Media Mail	▪ 5–digit price if within DDU service area.
Library Mail	▪ 5–digit price if within DDU service area.
Standard Mail (Nonprofit)	▪ 5-Digit price if within DDU service area.
Standard Mail Marketing	▪ 5-Digit price if within DDU service area.

Appendix G: Service Type Codes and Rate Ingredient Tables

Table G–1a **2-digit Service Type Codes (May be subject to IMpb Non-compliance fee)**

The 2-digit Service Type Code consists of the two characters immediately following the Application Identifier "91" in the Package Identification Code (PIC) of a barcode using the GS1-128 barcode symbology. When 14-point type is used, you may abbreviate the text to "USPS TRACKING" or "USPS SIGNATURE TRACKING" in the human-readable text above the barcode. The term "ZIP" followed by a hyphen is used only if the barcode is concatenated to include the 5-digit postal routing code described in Chapter 3.

If Service Type Code is 09, 10, 13, 25, 26, 29, 30, 73 or 79, refer to Chapter 3, Subsection "Mailings with Accountable Mail."

Service Type Code 50 must be used in the Electronic File Number field of the Header Record. Service Type Code 50 must not be used in any Detail Record.

Service Type Code (STC) 56 is used in the Package Identification Code and the corresponding parcel barcode when no extra service, including USPS Tracking, is claimed. The format of the barcode and the human-readable text above the barcode are described in Chapter 3. Parcel barcodes with Service Type Code 56 receive "passive scans" only if processed on parcel sorting equipment, but do not receive delivery scans, if delivery scans are desired, USPS Tracking or other service must be used.

Note: The STCs listed in light gray color font in the table below are scheduled to retire on May 30, 2015. The transition periods for retired codes are as follows:

May 30, 2015 – November 30, 2015: Retired codes accepted in files without warnings issued

December 1, 2015 – May 30, 2016: Retired codes accepted in files with warnings issued

May 31, 2016 or later: Retired codes will not be accepted, extract visibility will be suppressed and eligible for new identity after one year.

Table G-1a 2-digit STC
(File Version 1.4 Detail Record 1 Positions: 007-008)

2-Digit STCs	Extra service*	Available for use with packages of these mail classes/products	Class of Mail Code	Human Readable Text Above GS1-128 Barcode
01	USPS Tracking Service Only	Priority Mail & First Class Mail Packages	PM, FC	ZIP - USPS USPS TRACKING™ eVS USPS USPS TRACKING™ eVS
02	USPS Tracking Service Only	Standard Mail, Nonprofit Standard Mail, Bound Printed Matter, Library Mail, Media Mail & Parcel Select Packages	SA, BB, BL, BS, LW, PS	ZIP - USPS USPS TRACKING™ eVS USPS USPS TRACKING™ eVS
05	*USPS Tracking Service with Insurance > $200*	*Priority Mail & First Class Mail Packages*	*PM, FC*	*ZIP - USPS INSURED eVS USPS INSURED eVS*
06	*USPS Tracking Service with Insurance Service > $200*	*Bound Printed Matter, Library Mail, Media Mail & Parcel Select Packages*	*BB, BL, BS, LW, PS*	*ZIP - USPS INSURED eVS USPS INSURED eVS*
07	USPS Tracking Service with Insurance Service ≤ $200	Priority Mail & First Class Mail Packages	PM, FC	ZIP - USPS USPS TRACKING™ eVS USPS USPS TRACKING™ eVS

2-Digit STCs	Extra service*	Available for use with packages of these mail classes/products	Class of Mail Code	Human Readable Text Above GS1-128 Barcode
08	USPS Tracking Service with Insurance Service ≤ $500	Bound Printed Matter, Library Mail, Media Mail & Parcel Select Packages	BB, BL, BS, LW, PS	ZIP - USPS USPS TRACKING™ eVS USPS USPS TRACKING™ eVS
09	USPS Tracking Service with COD Service	Priority Mail & First Class Mail Packages	PM, FC	ZIP - USPS COD eVS USPS COD eVS
10	USPS Tracking Service with COD Service	Bound Printed Matter, Library Mail, Media Mail & Parcel Select Packages	BB, BL, BS, LW, PS	ZIP - USPS COD eVS USPS COD eVS
13	Insurance ≤ $500	Priority Mail, First Class Mail, Standard Mail, Nonprofit Standard Mail, Bound Printed Matter, Library Mail, Media Mail & Parcel Select Packages	PM, FC, SA, BB, BL, BS, LW, PS	ZIP – USPS INSURED eVS USPS INSURED eVS
21	Signature Confirmation Service Only	Priority Mail & First Class Mail Packages	PM, FC	ZIP - USPS SIGNATURE CONFIRMATION™ eVS USPS SIGNATURE CONFIRMATION™ eVS
22	Signature Confirmation Service Only	Bound Printed Matter, Library Mail, Media Mail & Parcel Select Packages	BB, BL, BS, LW, PS	ZIP - USPS SIGNATURE CONFIRMATION™ eVS USPS SIGNATURE CONFIRMATION™ eVS
25	Signature Confirmation Service with Insurance (all values)	Priority Mail & First Class Mail Packages	PM, FC	ZIP - USPS INSURED eVS USPS INSURED eVS
26	Signature Confirmation Service with Insurance (all values)	Bound Printed Matter, Library Mail, Media Mail & Parcel Select Packages	BB, BL, BS, LW, PS	ZIP - USPS INSURED eVS USPS INSURED eVS
29	Signature Confirmation Service with COD Service	Priority Mail & First Class Mail Packages	PM, FC	ZIP - USPS COD eVS USPS COD eVS
30	Signature Confirmation Service with COD Service	Bound Printed Matter, Library Mail, Media Mail & Parcel Select Packages	BB, BL, BS, LW, PS	ZIP - USPS COD eVS USPS COD eVS
40	Priority Mail Express	Priority Mail Express	EX	ZIP - PRIORITY MAIL EXPRESS® eVS USPS PRIORITY MAIL EXPRESS® eVS
43	Priority Mail Express Insured (Value > $100)	Priority Mail Express	EX	ZIP - PRIORITY MAIL EXPRESS® /INS eVS USPS PRIORITY MAIL EXPRESS® /INS eVS
55	Priority Mail Open & Distribute	Priority Mail Open & Distribute	PM	ZIP - USPS SCAN ON ARRIVAL eVS USPS SCAN ON ARRIVAL eVS

2-Digit STCs	Extra service*	Available for use with packages of these mail classes/products	Class of Mail Code	Human Readable Text Above GS1-128 Barcode
56	No extra Services (Passive en route scans only)	Priority Mail, First Class Mail, Standard Mail, Nonprofit Standard Mail, Bound Printed Matter, Library Mail, Media Mail & Parcel Select Packages	PM, FC, SA, BB, BL, BS, LW, PS	ZIP - eVS eVS (Parallel horizontal ID bars not used above or below barcode)
58	Parcel Return Service	Parcel Return Service	RP, MR	ZIP – USPS PARCEL RETURN SERVICE
73	Insured > $500	Priority Mail, First Class Mail, Standard Mail, Nonprofit Standard Mail, Bound Printed Matter, Library Mail, Media Mail & Parcel Select Packages	PM, FC, SA, BB, BL, BS, LW, PS	ZIP – USPS INSURED eVS USPS INSURED eVS
79	COD only	Priority Mail, First Class Mail, Standard Mail, Nonprofit Standard Mail, Bound Printed Matter, Library Mail, Media Mail & Parcel Select Packages	PM, FC, SA, BB, BL, BS, LW, PS	ZIP - USPS COD eVS USPS COD eVS

* Please note that all Service Type Codes indicating extra services require the correct Extra Service Code be included in manifest Detail Record 1. Please refer to Table G-9a for the required codes.

3-digit Service Type Codes

The 3-digit Service Type Code consists of the three characters immediately following the Application Identifier "92" if using a 9-digit MID, and "93" if using a 6-digit MID in the Package Identification Code (PIC) of a barcode using the GS1-128 barcode symbology. When 14-point type is used, you may abbreviate the text to "USPS TRACKING" or "USPS SIGNATURE TRACKING" in the human-readable text above the barcode. The term "ZIP" followed by a hyphen is used only if the barcode is concatenated to include the 5- or 9-digit postal routing code described in Chapter 4.

If Service Type Code is 033, 039, 052, 053, 058, 061, 072, 073, 078, 113, 114, 116, 152, 158, 159, 164, 167, 174, 177, 248, 253, 256, 259, 265, 423, 425, 426, 431, 455, 456, 457, 491, 494, 496, 497, 518, 520, 552, 557, 558, 563, 579, 581, 613, 618, 619, 624, 640, 712, 718, 719, 720, or 721, refer to Chapter 3, Subsection "Mailings with Accountable Mail."

Service Type Code 750 must be used in the Electronic File Number field of the Header Record. Service Type Code 750 must not be used in any Detail Record.

Mail class determined Service Type Code 702 or 703is used in the Package Identification Code and the corresponding parcel barcode when no extra service, including USPS Tracking, is claimed. The format of the barcode and the human-readable text above the barcode are described in Chapter 3. Parcel barcodes with Service Type Code 702 or 703 receive "passive scans" only if processed on parcel sorting equipment, but do not receive delivery scans, if delivery scans are desired, USPS Tracking or other service must be used.

Note: The STCs listed in light gray color font in the table below are scheduled to retire on May 30, 2015. The transition periods for retired codes are as follows:

May 30, 2015 – November 30, 2015: Retired codes accepted in files without warnings issued

December 1, 2015 – May 30, 2016: Retired codes accepted in files with warnings issued

May 31, 2016 or later: Retired codes will not be accepted, extract visibility will be suppressed and eligible for new identity after one year.

Table G-1b 3-digit STC
(File Version 2.0 Detail Record 1 Position (4), File Version 1.6/1.7 Detail Record 1 Positions (039-042) AND in the IMPB Header Record positions 003-036 – field varies based on selected Barcode Construct)

3-Digit STC	DESCRIPTION	CLASS OF MAIL	BANNER TEXT	1ST Extra Service Code	2ND Extra Service Code	3RD Extra Service Code	4TH Extra Service Code
001	First-Class Package Service USPS Tracking	FC	USPS TRACKING # eVS	920			
021	First-Class Package Service Signature Confirmation	FC	USPS SIGNATURE TRACKING # eVS	921			
023	Parcel Return Service	RP	USPS PARCEL RETURN SERVICE	420			
026	Priority Mail Certified	PM	USPS CERTIFIED MAIL™	910			
027	Priority Mail: Certified Mail, Return Receipt	PM	USPS CERTIFIED MAIL™	910	955		
028	Priority Mail: Certified Mail, Return Receipt Electronic	PM	USPS CERTIFIED MAIL™	910	957		
029	Priority Mail: Certified Mail, Return Receipt, Return Receipt Electronic	PM	USPS CERTIFIED MAIL™	910	955	957	

3-Digit STC	DESCRIPTION	CLASS OF MAIL	BANNER TEXT	1ST Extra Service Code	2ND Extra Service Code	3RD Extra Service Code	4TH Extra Service Code
030	Priority Mail: Certified Mail, Return Receipt, Return Receipt Electronic, Restricted Delivery	PM	USPS CERTIFIED MAIL™	911	955	957	
031	Priority Mail: Certified Mail, Return Receipt, Restricted Delivery	PM	USPS CERTIFIED MAIL™	911	955		
032	Priority Mail: Certified Mail, Restricted Delivery	PM	USPS CERTIFIED MAIL™	911			
033	Priority Mail COD	PM	USPS COD SIGNATURE TRACKING # eVS	915			
034	*Priority Mail COD USPS Tracking*	*PM*	*USPS COD SIGNATURE TRACKING # eVS*	*915*	*920*		
035	Priority Mail: COD, Return Receipt	PM	USPS COD SIGNATURE TRACKING # eVS	915	955		
039	Priority Mail COD RRE	PM	USPS COD SIGNATURE TRACKING # eVS	915	957		
046	Priority Mail: COD, Return Receipt Electronic, Restricted Delivery	PM	USPS COD SIGNATURE TRACKING # eVS	917	957		
047	Priority Mail: COD, Return Receipt, Return Receipt Electronic	PM	USPS COD SIGNATURE TRACKING # eVS	915	955	957	
048	Priority Mail: COD, Return Receipt, Return Receipt Electronic, Restricted Delivery	PM	USPS COD SIGNATURE TRACKING # eVS	917	955	957	
049	Priority Mail: COD, Return Receipt, Restricted Delivery	PM	USPS COD SIGNATURE TRACKING # eVS	917	955		
052	Priority Mail COD with Restricted Delivery	PM	USPS COD SIGNATURE TRACKING # eVS	917			
053	Priority Mail COD Signature Confirmation	PM	USPS COD SIGNATURE TRACKING # eVS	915	921		
055	Priority Mail USPS Tracking	PM	USPS TRACKING # eVS	920			
058	Priority Mail Insurance ≤ $500	PM	USPS TRACKING # eVS	930			
059	*Priority Mail USPS Tracking with Insurance <= $200*	*PM*	*USPS TRACKING # eVS*	*930*	*920*		
061	Priority Mail Insurance > $500	PM	USPS SIGNATURE TRACKING # eVS	931			
062	*Priority Mail USPS Tracking with Insurance > $200*	*PM*	*USPS SIGNATURE TRACKING # eVS*	*931*	*920*		
065	Priority Mail Insurance > $500, Return Receipt	PM	USPS SIGNATURE TRACKING # eVS	931	955		
066	*Priority Mail Insurance > $200 RRE*	*PM*	*USPS SIGNATURE TRACKING # eVS*	*931*	*957*		
067	*Priority Mail Insurance > $200, Return Receipt Electronic, Restricted Delivery*	*PM*	*USPS SIGNATURE TRACKING # eVS*	*931*	*957*	*950*	
068	*Priority Mail Insurance > $200, Return Receipt, Return Receipt Electronic*	*PM*	*USPS SIGNATURE TRACKING # eVS*	*931*	*955*	*957*	
069	*Priority Mail Insurance > $200, Return Receipt, Return Receipt Electronic, Restricted Delivery*	*PM*	*USPS SIGNATURE TRACKING # eVS*	*931*	*955*	*957*	*950*

Appendix G: Service Type Codes and Rate Ingredient Tables

3-Digit STC	DESCRIPTION	CLASS OF MAIL	BANNER TEXT	1ST Extra Service Code	2ND Extra Service Code	3RD Extra Service Code	4TH Extra Service Code
070	Priority Mail Insurance > $500, Return Receipt, Restricted Delivery	PM	USPS SIGNATURE TRACKING # eVS	934	955		
071	First Class Mail: Certified Mail	FC	USPS CERTIFIED MAIL™	910			
072	Priority Mail Insurance > $500 with Restricted Delivery	PM	USPS SIGNATURE TRACKING # eVS	934			
073	First-Class Package Service Insurance > $500	FC	USPS SIGNATURE TRACKING # eVS	931			
074	*Priority Mail Signature Confirmation with Insurance > $200*	*PM*	*USPS SIGNATURE TRACKING # eVS*	*931*	*921*		
076	**Parcel Select: Signature Confirmation with Insurance ≤ $500**	**PS**	**USPS SIGNATURE TRACKING # eVS**	**921**	**930**		
078	Priority Mail Signature Confirmation with Insurance ≤ $500	PM	USPS SIGNATURE TRACKING # eVS	930	921		
079	Priority Mail Signature Insurance ≤ $500 Confirmation Hold For Pickup	PM	USPS SIGNATURE TRACKING # eVS	921	930	985	
108	Priority Mail Signature Confirmation	PM	USPS SIGNATURE TRACKING # eVS	921			
112	Priority Mail Hold For Pickup	PM	USPS TRACKING # eVS	985			
113	Priority Mail Insurance ≤ $500 USPS Tracking Hold For Pickup	PM	USPS TRACKING # eVS	930	985		
114	Priority Mail Insurance > $500 USPS Tracking Hold For Pickup	PM	USPS SIGNATURE TRACKING # eVS	931	985		
115	Priority Mail Signature Confirmation Hold For Pickup	PM	USPS SIGNATURE TRACKING # eVS	921	985		
116	**Priority Mail Insurance > $500 Signature Confirmation Hold For Pickup**	**PM**	**USPS SIGNATURE TRACKING # eVS**	**921**	**931**	**985**	
118	Priority Mail Insurance ≤ $500, Return Receipt for Merchandise	PM	USPS SIGNATURE TRACKING # eVS	930	960		
119	Priority Mail Return Receipt for Merchandise	PM	USPS SIGNATURE TRACKING # eVS	960			
120	*Priority Mail USPS Tracking, Return Receipt for Merchandise*	*PM*	*USPS SIGNATURE TRACKING # eVS*	*920*	*960*		
123	Priority Mail Open & Distribute/PMOD	PM	USPS SCAN ON ARRIVAL eVS	430			
137	Parcel Select Light Weight USPS Tracking Insurance > $500 - HFPU	LW	USPS Tracking # eVS	920	931	985	
138	Parcel Select Light Weight USPS Tracking Insurance ≤ $500 - HFPU	LW	USPS Tracking # eVS	920	930	985	
139	Bound Printed Matter USPS Tracking Insurance > $500 - HFPU	BB	USPS Signature Tracking # eVS	931	985		

3-Digit STC	DESCRIPTION	CLASS OF MAIL	BANNER TEXT	1ST Extra Service Code	2ND Extra Service Code	3RD Extra Service Code	4TH Extra Service Code
140	Bound Printed Matter USPS Tracking Insurance ≤ $500 - HFPU	BB	USPS Tracking # eVS	920	930	985	
141	Bound Printed Matter USPS Tracking - HFPU	BB	USPS Tracking # eVS	985			
142	Parcel Select Light Weight USPS Tracking - HFPU	LW	USPS Tracking # eVS	985			
147	First-Class Mail: Certified Mail, Return Receipt	FC	USPS CERTIFIED MAIL™	910	955		
148	First Class Mail: Certified Mail, Return Receipt Electronic	FC	USPS CERTIFIED MAIL™	910	957		
149	First Class Mail: Certified Mail, Restricted Delivery	FC	USPS CERTIFIED MAIL™	911			
152	First-Class Package Service COD	FC	USPS COD SIGNATURE TRACKING # eVS	915			
153	*First-Class Package Service USPS Tracking COD*	*FC*	*USPS COD SIGNATURE TRACKING # eVS*	*915*	*920*		
154	First-Class Mail: Certified Mail, Return Receipt, Restricted Delivery	FC	USPS CERTIFIED MAIL™	911	955		
155	First-Class Mail: Certified Mail, Return Receipt, Return Receipt Electronic	FC	USPS CERTIFIED MAIL™	910	955	957	
156	First-Class Mail: Certified Mail, Return Receipt, Return Receipt Electronic, Restricted Delivery	FC	USPS CERTIFIED MAIL™	911	955	957	
157	First-Class Package Service COD, Return Receipt	FC	USPS COD SIGNATURE TRACKING # eVS	915	955		
158	First-Class Package Service COD RRE	FC	USPS COD SIGNATURE TRACKING # eVS	915	957		
159	First-Class Package Service COD with Restricted Delivery	FC	USPS COD SIGNATURE TRACKING # eVS	917			
160	First-Class Package Service Signature Confirmation COD	FC	USPS COD SIGNATURE TRACKING # eVS	915	921		
164	First-Class Package Service Insurance ≤ $500	FC	USPS TRACKING # eVS	930			
165	*First-Class Package Service USPS Tracking with Insurance ≤ $200*	*FC*	*USPS TRACKING # eVS*	*930*	*920*		
167	*First-Class Package Service USPS Tracking with Insurance > $200*	*FC*	*USPS SIGNATURE TRACKING # eVS*	*931*	*920*		
168	First-Class Package Service COD, Return Receipt, Restricted Delivery	FC	USPS COD SIGNATURE TRACKING # eVS	917	955		
169	First-Class Package Service COD, Return Receipt Electronic, Restricted Delivery	FC	USPS COD SIGNATURE TRACKING # eVS	917	957		
170	First-Class Package Service COD, Return Receipt, Return Receipt Electronic	FC	USPS COD SIGNATURE TRACKING # eVS	915	955	957	

Appendix G: Service Type Codes and Rate Ingredient Tables

3-Digit STC	DESCRIPTION	CLASS OF MAIL	BANNER TEXT	1ST Extra Service Code	2ND Extra Service Code	3RD Extra Service Code	4TH Extra Service Code
171	First-Class Package Service COD, Return Receipt, Return Receipt Electronic, Restricted Delivery	FC	USPS COD SIGNATURE TRACKING # eVS	917	955	957	
172	First-Class Package Service Insurance > $500, Return Receipt	FC	USPS SIGNATURE TRACKING # eVS	931	955		
173	*First-Class Package Service Insurance > $200 RRE*	*FC*	*USPS SIGNATURE TRACKING # eVS*	*931*	*957*		
174	First-Class Package Service Insurance > $500 with Restricted Delivery	FC	USPS SIGNATURE TRACKING # eVS	934			
175	*First-Class Package Service Signature Confirmation with Insurance > $200*	*FC*	*USPS SIGNATURE TRACKING # eVS*	*931*	*921*		
177	First-Class Package Service Signature Confirmation with Insurance ≤ $500	FC	USPS SIGNATURE TRACKING # eVS	930	921		
189	First-Class Package Service Insurance > $500, Return Receipt, Restricted Delivery	FC	USPS SIGNATURE TRACKING # eVS	934	955		
190	*First-Class Package Service Insurance > $200 Return Receipt, Return Receipt Electronic*	*FC*	*USPS SIGNATURE TRACKING # eVS*	*931*	*955*	*957*	
191	*First-Class Package Service Insurance > $200, Return Receipt, Return Receipt Electronic w/ Restricted Delivery*	*FC*	*USPS SIGNATURE TRACKING # eVS*	*931*	*955*	*957*	*950*
209	First-Class Package Service USPS Tracking HFP	FC	USPS TRACKING # eVS	985			
211	First-Class Package Service USPS Tracking Insurance ≤ $500 HFP	FC	USPS TRACKING # eVS	930	985		
212	First-Class Package Service USPS Tracking Insurance > $500 HFP	FC	USPS SIGNATURE TRACKING # eVS	931	985		
213	First-Class Package Service Signature Confirmation HFP	FC	USPS SIGNATURE TRACKING # eVS	921	985		
214	First-Class Package Service Signature Confirmation Insurance ≤ $500 HFP	FC	USPS SIGNATURE TRACKING # eVS	921	930	985	
215	**First-Class Package Service Signature Confirmation Insurance > $500 HFP**	*FC*	**USPS SIGNATURE TRACKING # eVS**	**931**	**921**	**985**	
217	First-Class Package Service Return Receipt for Merchandise	FC	USPS SIGNATURE TRACKING # eVS	960			

3-Digit STC	DESCRIPTION	CLASS OF MAIL	BANNER TEXT	1ST Extra Service Code	2ND Extra Service Code	3RD Extra Service Code	4TH Extra Service Code
218	*First-Class Package Service Insurance ≤ $500, Return Receipt for Merchandise*	*FC*	*USPS SIGNATURE TRACKING # eVS*	*930*	*960*		
219	*First-Class Package Service USPS Tracking, Return Receipt for Merchandise*	*FC*	*USPS SIGNATURE TRACKING # eVS*	*920*	*960*		
248	Standard Mail Insurance > $500	SA	USPS SIGNATURE TRACKING # eVS	931			
253	Standard Mail Insurance > $200 USPS Tracking	SA	USPS SIGNATURE TRACKING # eVS	931	920		
255	Standard Mail Insurance > $500, Return Receipt	SA	USPS SIGNATURE TRACKING # eVS	931	955		
256	Standard Mail Insurance > $500 with Restricted Delivery	SA	USPS SIGNATURE TRACKING # eVS	934			
257	*Standard Mail Insurance > $200 RRE*	*SA*	*USPS SIGNATURE TRACKING # eVS*	*931*	*957*		
259	Standard Mail USPS Tracking Insurance ≤ $500	SA	USPS TRACKING # eVS	930	920		
265	Standard Mail Insurance ≤ $500	SA	USPS TRACKING # eVS	930			
269	Standard Mail USPS Tracking	SA	USPS TRACKING # eVS	920			
285	*Standard Mail Insurance > $200, Return Receipt, Return Receipt Electronic*	*SA*	*USPS SIGNATURE TRACKING # eVS*	*931*	*955*	*957*	
286	Standard Mail Insurance > $500, Return Receipt, Restricted Delivery	SA	USPS SIGNATURE TRACKING # eVS	934	955		
288	*Standard Mail Insurance > $200, Return Receipt, Return Receipt Electronic, Restricted Delivery*	*SA*	*USPS SIGNATURE TRACKING # eVS*	*931*	*955*	*957*	*950*
306	Standard Mail Insurance ≤ $500, Return Receipt for Merchandise	SA	USPS SIGNATURE TRACKING # eVS	930	960		
307	Standard Mail Return Receipt for Merchandise	SA	USPS SIGNATURE TRACKING # eVS	960			
308	Standard Mail USPS Tracking, Return Receipt for Merchandise	SA	USPS SIGNATURE TRACKING # eVS	920	960		
360	First-Class Mail Certified Mail RRE with Restricted Delivery	FC	USPS CERTIFIED MAIL™	911	957		
389	Parcel Select USPS Tracking HFP	PS	USPS TRACKING # eVS	985			
390	Parcel Select USPS Tracking Insurance ≤ $500 HFP	PS	USPS TRACKING # eVS	930	985		
391	Parcel Select USPS Tracking Insurance > $500 HFP	PS	USPS SIGNATURE TRACKING # eVS	931	985		
392	Parcel Select Signature Confirmation HFP	PS	USPS SIGNATURE TRACKING # eVS	921	985		

Appendix G: Service Type Codes and Rate Ingredient Tables

3-Digit STC	DESCRIPTION	CLASS OF MAIL	BANNER TEXT	1ST Extra Service Code	2ND Extra Service Code	3RD Extra Service Code	4TH Extra Service Code
393	Parcel Select Signature Confirmation Insurance ≤ $500 HFP	PS	USPS SIGNATURE TRACKING # eVS	921	930	985	
395	Parcel Select Signature Confirmation Insurance > $500 HFP	PS	USPS SIGNATURE TRACKING # eVS	921	931	985	
419	Bound Printed Matter USPS Tracking	BB	USPS TRACKING # eVS	920			
420	Bound Printed Matter COD	BB	USPS COD SIGNATURE TRACKING # eVS	915			
421	*Bound Printed Matter USPS Tracking COD*	*BB*	*USPS COD SIGNATURE TRACKING # eVS*	*915*	*920*		
422	Bound Printed Matter Signature Confirmation	BB	USPS SIGNATURE TRACKING # eVS	921			
423	Bound Printed Matter Insurance > $500	BB	USPS SIGNATURE TRACKING # eVS	931			
424	Bound Printed Matter COD, Return Receipt	BB	USPS COD SIGNATURE TRACKING # eVS	915	955		
425	Bound Printed Matter COD RRE	BB	USPS COD SIGNATURE TRACKING # eVS	915	957		
426	Bound Printed Matter COD with Restricted Delivery	BB	USPS COD SIGNATURE TRACKING # eVS	917			
427	Bound Printed Matter Signature Confirmation COD	BB	USPS COD SIGNATURE TRACKING # eVS	915	921		
431	Bound Printed Matter Insurance ≤ $500	BB	USPS TRACKING # eVS	930			
432	*Bound Printed Matter USPS Tracking with Insurance ≤ $200*	*BB*	*USPS TRACKING # eVS*	*930*	*920*		
435	*Bound Printed Matter Insurance > $200 RRE*	*BB*	*USPS SIGNATURE TRACKING # eVS*	*931*	*957*		
437	*Bound Printed Matter USPS Tracking with Insurance > $200*	*BB*	*USPS SIGNATURE TRACKING # eVS*	*931*	*920*		
446	Bound Printed Matter COD, Return Receipt, Return Receipt Electronic	BB	USPS COD SIGNATURE TRACKING # eVS	915	955	957	
447	Bound Printed Matter COD, Return Receipt, Restricted Delivery	BB	USPS COD SIGNATURE TRACKING # eVS	917	955		
448	Bound Printed Matter COD, Return Receipt, Return Receipt Electronic, Restricted Delivery	BB	USPS COD SIGNATURE TRACKING # eVS	917	955	957	
449	*Bound Printed Matter Insurance > $200, Return Receipt, Return Receipt Electronic*	*BB*	*USPS SIGNATURE TRACKING # eVS*	*931*	*955*	*957*	
452	Bound Printed Matter Insurance > $500, Return Receipt, Restricted Delivery	BB	USPS SIGNATURE TRACKING # eVS	934	955		

3-Digit STC	DESCRIPTION	CLASS OF MAIL	BANNER TEXT	1ST Extra Service Code	2ND Extra Service Code	3RD Extra Service Code	4TH Extra Service Code
453	*Bound Printed Matter Insurance > $200, Return Receipt /Return Receipt Electronic, Restricted Delivery*	*BB*	*USPS SIGNATURE TRACKING # eVS*	*931*	*955*	*957*	*950*
454	Bound Printed Matter Insurance > $500, Return Receipt	BB	USPS SIGNATURE TRACKING # eVS	931	955		
455	Bound Printed Matter Insurance > $500 with Restricted Delivery	BB	USPS SIGNATURE TRACKING # eVS	934			
456	*Bound Printed Matter Signature Confirmation with Insurance > $200*	*BB*	*USPS SIGNATURE TRACKING # eVS*	*931*	*921*		
457	Bound Printed Matter Signature Confirmation with Insurance ≤ $500	BB	USPS SIGNATURE TRACKING # eVS	930	921		
458	*Bound Printed Matter*	*BB*	*USPS TRACKING # eVS*				
468	Bound Printed Matter Insurance ≤ $500, Return Receipt for Merchandise	BB	USPS SIGNATURE TRACKING # eVS	930	960		
469	Bound Printed Matter Return Receipt for Merchandise	BB	USPS SIGNATURE TRACKING # eVS	960			
470	***Bound Printed Matter USPS Tracking, Return Receipt for Merchandise***	***BB***	***USPS SIGNATURE TRACKING # eVS***	***920***	***960***		
490	Media Mail USPS Tracking	BS	USPS TRACKING # eVS	920			
491	Media Mail COD	BS	USPS COD SIGNATURE TRACKING # eVS	915			
492	*Media Mail USPS Tracking COD*	*BS*	*USPS COD SIGNATURE TRACKING # eVS*	*915*	*920*		
493	Media Mail Signature Confirmation	BS	USPS SIGNATURE TRACKING # eVS	921			
494	Media Mail Insurance > $500	BS	USPS SIGNATURE TRACKING # eVS	931			
495	Media Mail COD, Return Receipt	BS	USPS COD SIGNATURE TRACKING # eVS	915	955		
496	Media Mail COD RRE	BS	USPS COD SIGNATURE TRACKING # eVS	915	957		
497	Media Mail COD with Restricted Delivery	BS	USPS COD SIGNATURE TRACKING # eVS	917			
498	Media Mail Signature Confirmation COD	BS	USPS COD SIGNATURE TRACKING # eVS	915	921		
502	Media Mail Insurance ≤ $500	BS	USPS TRACKING # eVS	930			
503	*Media Mail USPS Tracking with Insurance ≤ $200*	*BS*	*USPS TRACKING # eVS*	*930*	*920*		
506	*Media Mail Insurance > $200 RRE*	*BS*	*USPS SIGNATURE TRACKING # eVS*	*931*	*957*		
508	*Media Mail USPS Tracking with Insurance > $200*	*BS*	*USPS SIGNATURE TRACKING # eVS*	*931*	*920*		
511	Media Mail COD, Return Receipt/RRE	BS	USPS COD SIGNATURE TRACKING # eVS	915	955	957	

3-Digit STC	DESCRIPTION	CLASS OF MAIL	BANNER TEXT	1ST Extra Service Code	2ND Extra Service Code	3RD Extra Service Code	4TH Extra Service Code
512	Media Mail COD, Return Receipt, Restricted Delivery	BS	USPS COD SIGNATURE TRACKING # eVS	917	955		
513	Media Mail COD, Return Receipt, Return Receipt Electronic, Restricted Delivery	BS	USPS COD SIGNATURE TRACKING # eVS	917	955	957	
514	Media Mail Insurance > $500, Return Receipt	BS	USPS SIGNATURE TRACKING # eVS	931	955		
515	*Media Mail Insurance > $200, Return Receipt, Return Receipt Electronic*	*BS*	*USPS SIGNATURE TRACKING # eVS*	*931*	*955*	*957*	
516	Media Mail Insurance > $500, Return Receipt, Restricted Delivery	BS	USPS SIGNATURE TRACKING # eVS	934	955		
517	*Media Mail Insurance > $200, Return Receipt, Return Receipt Electronic, Restricted Delivery*	*BS*	*USPS SIGNATURE TRACKING # eVS*	*931*	*955*	*957*	*950*
518	Media Mail Insurance > $500 with Restricted Delivery	BS	USPS SIGNATURE TRACKING # eVS	934			
519	*Media Mail Signature Confirmation with Insurance > $200*	*BS*	*USPS SIGNATURE TRACKING # eVS*	*931*	*921*		
520	Media Mail Signature Confirmation with Insurance ≤ $500	BS	USPS SIGNATURE TRACKING # eVS	930	921		
521	*Media Mail*	*BS*	*USPS TRACKING # eVS*				
529	Media Mail Insurance ≤ $500, Return Receipt for Merchandise	BS	USPS SIGNATURE TRACKING # eVS	930	960		
530	Media Mail Return Receipt for Merchandise	BS	USPS SIGNATURE TRACKING # eVS	960			
531	*Media Mail USPS Tracking, Return Receipt for Merchandise*	*BS*	*USPS SIGNATURE TRACKING # eVS*	*920*	*960*		
551	Library Mail USPS Tracking	BL	USPS TRACKING # eVS	920			
552	Library Mail COD	BL	USPS COD SIGNATURE TRACKING # eVS	915			
553	*Library Mail USPS Tracking COD*	*BL*	*USPS COD SIGNATURE TRACKING # eVS*	*915*	*920*		
554	Library Mail Signature Confirmation	BL	USPS SIGNATURE TRACKING # eVS	921			
555	Library Mail Insurance > $500	BL	USPS SIGNATURE TRACKING # eVS	931			
556	Library Mail COD, Return Receipt	BL	USPS COD SIGNATURE TRACKING # eVS	915	955		
557	Library Mail COD RRE	BL	USPS COD SIGNATURE TRACKING # eVS	915	957		
558	Library Mail COD with Restricted Delivery	BL	USPS COD SIGNATURE TRACKING # eVS	917			
559	Library Mail Signature Confirmation COD	BL	USPS COD SIGNATURE TRACKING # eVS	915	921		
563	Library Mail Insurance ≤ $500	BL	USPS TRACKING # eVS	930			

3-Digit STC	DESCRIPTION	CLASS OF MAIL	BANNER TEXT	1ST Extra Service Code	2ND Extra Service Code	3RD Extra Service Code	4TH Extra Service Code
564	*Library Mail USPS Tracking Insurance ≤ $200*	*BL*	*USPS TRACKING # eVS*	*930*	*920*		
567	*Library Mail Insurance > $200 RRE*	*BL*	*USPS SIGNATURE TRACKING # eVS*	*931*	*957*		
569	*Library Mail USPS Tracking with Insurance > $200*	*BL*	*USPS SIGNATURE TRACKING # eVS*	*931*	*920*		
572	Library Mail COD, Return Receipt, Return Receipt Electronic	BL	USPS COD SIGNATURE TRACKING # eVS	915	955	957	
573	Library Mail COD, Return Receipt, Restricted Delivery	BL	USPS COD SIGNATURE TRACKING # eVS	917	955		
574	Library Mail COD, Return Receipt, Return Receipt Electronic, Restricted Delivery	BL	USPS COD SIGNATURE TRACKING # eVS	917	955	957	
575	Library Mail Insurance > $500, Return Receipt	BL	USPS SIGNATURE TRACKING # eVS	931	955		
576	*Library Mail Insurance > $200, Return Receipt, Return Receipt Electronic*	*BL*	*USPS SIGNATURE TRACKING # eVS*	*931*	*955*	*957*	
577	Library Mail Insurance > $500, Return Receipt, Restricted Delivery	BL	USPS SIGNATURE TRACKING # eVS	934	955		
578	*Library Mail Insurance > $200, Return Receipt, Return Receipt Electronic, Restricted Delivery*	*BL*	*USPS SIGNATURE TRACKING # eVS*	*931*	*955*	*957*	*950*
579	Library Mail Insurance > $500 with Restricted Delivery	BL	USPS SIGNATURE TRACKING # eVS	934			
580	*Library Mail Signature Confirmation with Insurance > $200*	*BL*	*USPS SIGNATURE TRACKING # eVS*	*931*	*921*		
581	Library Mail Insurance ≤ $500 Signature Confirmation	BL	USPS SIGNATURE TRACKING # eVS	930	921		
582	*Library Mail*	*BL*	*USPS TRACKING # eVS*				
590	Library Mail Insurance ≤ $500, Return Receipt for Merchandise	BL	USPS SIGNATURE TRACKING # eVS	930	960		
591	Library Mail Return Receipt for Merchandise	BL	USPS SIGNATURE TRACKING # eVS	960			
592	*Library Mail USPS Tracking, Return Receipt for Merchandise*	*BL*	*USPS SIGNATURE TRACKING # eVS*	*920*	*960*		
612	Parcel Select USPS Tracking	PS	USPS TRACKING # eVS	920			
613	Parcel Select COD	PS	USPS COD SIGNATURE TRACKING # eVS	915			
614	*Parcel Select USPS Tracking COD*	*PS*	*USPS COD SIGNATURE TRACKING # eVS*	*915*	*920*		
615	Parcel Select Signature Confirmation	PS	USPS SIGNATURE TRACKING # eVS	921			

Appendix G: Service Type Codes and Rate Ingredient Tables

3-Digit STC	DESCRIPTION	CLASS OF MAIL	BANNER TEXT	1ST Extra Service Code	2ND Extra Service Code	3RD Extra Service Code	4TH Extra Service Code
616	Parcel Select Insurance > $500	PS	USPS SIGNATURE TRACKING # eVS	931			
617	Parcel Select COD, Return Receipt	PS	USPS COD SIGNATURE TRACKING # eVS	915	955		
618	Parcel Select COD RRE	PS	USPS COD SIGNATURE TRACKING # eVS	915	957		
619	Parcel Select COD with Restricted Delivery	PS	USPS COD SIGNATURE TRACKING # eVS	917			
620	Parcel Select Signature Confirmation COD	PS	USPS COD SIGNATURE TRACKING # eVS	915	921		
624	Parcel Select Insurance ≤ $500	PS	USPS TRACKING # eVS	930			
625	*Parcel Select USPS Tracking Insurance ≤ $200*	*PS*	*USPS TRACKING # eVS*	*930*	*920*		
628	*Parcel Select Insurance > $200 RRE*	*PS*	*USPS SIGNATURE TRACKING # eVS*	*931*	*957*		
630	*Parcel Select Insurance > $200 USPS Tracking*	*PS*	*USPS SIGNATURE TRACKING # eVS*	*931*	*920*		
633	Parcel Select COD, Return Receipt, Return Receipt Electronic	PS	USPS COD SIGNATURE TRACKING # eVS	915	955	957	
634	Parcel Select COD, Return Receipt, Restricted Delivery	PS	USPS COD SIGNATURE TRACKING # eVS	917	955		
635	Parcel Select COD, Return Receipt, Return Receipt Electronic, Restricted Delivery	PS	USPS COD SIGNATURE TRACKING # eVS	917	955	957	
636	*Parcel Select Insurance > $200, Return Receipt, Return Receipt Electronic*	*PS*	*USPS SIGNATURE TRACKING # eVS*	*931*	*955*	*957*	
637	Parcel Select Insurance > $500, Return Receipt, Restricted Delivery	PS	USPS SIGNATURE TRACKING # eVS	934	955		
638	*Parcel Select Insurance > $200, Return Receipt, Return Receipt Electronic w/ Restricted Delivery*	*PS*	*USPS SIGNATURE TRACKING # eVS*	*931*	*955*	*950*	*957*
639	Parcel Select Insurance > $500, Return Receipt	PS	USPS SIGNATURE TRACKING # eVS	931	955		
640	Parcel Select Insurance > $500 with Restricted Delivery	PS	USPS SIGNATURE TRACKING # eVS	934			
641	*Parcel Select Insurance > $200 Signature Confirmation*	*PS*	*USPS SIGNATURE TRACKING # eVS*	*931*	*921*		
650	Parcel Select Insurance ≤ $500, Return Receipt for Merchandise	PS	USPS SIGNATURE TRACKING # eVS	930	960		
651	Parcel Select Return Receipt for Merchandise	PS	USPS SIGNATURE TRACKING # eVS	960			

3-Digit STC	DESCRIPTION	CLASS OF MAIL	BANNER TEXT	1ST Extra Service Code	2ND Extra Service Code	3RD Extra Service Code	4TH Extra Service Code
652	*Parcel Select USPS Tracking, Return Receipt for Merchandise*	*PS*	*USPS SIGNATURE TRACKING # eVS*	*920*	*960*		
655	Priority Mail Express with Adult Signature Return Receipt	EX	USPS ADULT SIGNATURE eVS	922	955	986	
656	Priority Mail Express with Adult Signature Restricted Delivery Return Receipt	EX	USPS ADULT SIG/RESTR DEL eVS	923	955	986	
657	Priority Mail Express with Adult Signature Return Receipt Hold For Pickup	EX	USPS ADULT SIGNATURE eVS	922	955	985	
658	Priority Mail Express with Adult Signature Restricted Delivery Return Receipt Hold For Pickup	EX	USPS ADULT SIG/RESTR DEL eVS	923	955	985	
659	Priority Mail with Adult Signature Return Receipt	PM	USPS ADULT SIGNATURE eVS	922	955		
660	Priority Mail with Adult Signature Restricted Delivery Return Receipt	PM	USPS ADULT SIGNATURE/RESTR DEL eVS	923	955		
662	Priority Mail Adult Signature Restricted Del Return Receipt Hold for Pickup	PM	USPS ADULT SIG/RESTR DEL eVS	923	955	985	
681	Priority Mail with Adult Signature	PM	USPS ADULT SIGNATURE eVS	922			
682	Priority Mail with Adult Signature Restricted Delivery	PM	USPS ADULT SIGNATURE/RESTR DEL eVS	923			
683	Priority Mail: Adult Signature, Certified Mail	PM	USPS ADULT SIGNATURE eVS	912			
684	Priority Mail: Adult Signature Restricted Delivery, Certified Mail	PM	USPS ADULT SIG/RESTR DEL eVS	913			
687	Priority Mail Insurance ≤ $500 with Adult Signature	PM	USPS ADULT SIGNATURE eVS	922	930		
688	Priority Mail Insurance ≤ $500 with Adult Signature Restricted Delivery	PM	USPS ADULT SIGNATURE/RESTR DEL eVS	923	930		
689	Priority Mail Insurance > $500 with Adult Signature	PM	USPS ADULT SIGNATURE eVS	922	931		
690	Priority Mail Insurance > $500 with Adult Signature Restricted Delivery	PM	USPS ADULT SIGNATURE/RESTR DEL eVS	923	931		
691	Parcel Select (**Ground**) with Adult Signature	PS	USPS ADULT SIGNATURE eVS	922			
692	Parcel Select (**Ground**) with Adult Signature Restricted Delivery	PS	USPS ADULT SIGNATURE/RESTR DEL eVS	923			
693	*First-Class Mail: Certified Mail, Return Receipt Electronic, Restricted Delivery*	*FC*	*USPS CERTIFIED MAIL™*	*911*	*957*		
696	Parcel Select (**Ground**) Insurance ≤ $500 with Adult Signature	PS	USPS ADULT SIGNATURE eVS	922	930		

3-Digit STC	DESCRIPTION	CLASS OF MAIL	BANNER TEXT	1ST Extra Service Code	2ND Extra Service Code	3RD Extra Service Code	4TH Extra Service Code
697	Parcel Select (**Ground**) Insurance ≤ $500 with Adult Signature Restricted Delivery	PS	USPS ADULT SIGNATURE/RESTR DEL eVS	923	930		
698	Parcel Select (**Ground**) Insurance > $500 with Adult Signature	PS	USPS ADULT SIGNATURE eVS	922	931		
699	Parcel Select (**Ground**) Insurance > $500 with Adult Signature Restricted Delivery	PS	USPS ADULT SIGNATURE/RESTR DEL eVS	923	931		
701	Priority Mail Express PO-Addressee Signature Waived	EX	USPS TRACKING # eVS	986			
702	Standard Mail	SA	USPS TRACKING # eVS				
703	Standard Mail Marketing	S2	USPS TRACKING # eVS				
704	Standard Mail Marketing USPS Tracking	S2	USPS TRACKING # eVS	920			
705	*Standard Mail Marketing with Special Handling*	*S2*	*USPS TRACKING # eVS*	*970*			
706	*Standard Mail Marketing USPS Tracking with Special Handling*	*S2*	*USPS TRACKING # eVS*	*920*	*970*		
707	Parcel Select Lightweight with Insurance > $500	LW	USPS SIGNATURE TRACKING # eVS	931			
708	*Parcel Select Lightweight USPS Tracking with Insurance > $200*	*LW*	*USPS SIGNATURE TRACKING # eVS*	*920*	*931*		
709	Parcel Select Lightweight with Insurance > $500 Return Receipt	LW	USPS SIGNATURE TRACKING # eVS	931	955		
712	Priority Mail Express PO-Add with Insurance	EX	USPS SIGNATURE TRACKING # eVS	925	986		
713	Priority Mail Express PO-Add with Insurance, Return Receipt	EX	USPS SIGNATURE TRACKING # eVS	925	955	986	
714	Priority Mail Express Post Office-Addressee: COD	EX	USPS COD SIGNATURE TRACKING # eVS	915	986		
716	Priority Mail Express - Hold For Pickup	EX	USPS SIGNATURE TRACKING # eVS	985			
717	Priority Mail Express – Hold For Pickup Return Receipt	EX	USPS SIGNATURE TRACKING # eVS	985	955		
718	Priority Mail Express - HFP with Insurance	EX	USPS SIGNATURE TRACKING # eVS	925	985		
719	Priority Mail Express - Hold For Pickup with Insurance Return Receipt	EX	USPS SIGNATURE TRACKING # eVS	925	985	955	
723	Priority Mail Express Open & Distribute (PMEOD)	EX	USPS SCAN ON ARRIVAL eVS	430			
724	Priority Mail Express with Adult Signature	EX	USPS ADULT SIGNATURE eVS	922	986		
725	Priority Mail Express with Adult Signature Restricted Delivery	EX	USPS ADULT SIGNATURE/RESTR DEL eVS	923	986		
726	Priority Mail Express with Adult Signature and Extra Insurance	EX	USPS ADULT SIGNATURE eVS	922	925	986	

3-Digit STC	DESCRIPTION	CLASS OF MAIL	BANNER TEXT	1ST Extra Service Code	2ND Extra Service Code	3RD Extra Service Code	4TH Extra Service Code
727	Priority Mail Express with Adult Signature Restricted Delivery and Extra Insurance	EX	USPS ADULT SIGNATURE/RESTR DEL eVS	923	925	986	
730	Priority Mail Express Adult Signature Restricted Delivery Hold for Pickup	EX	USPS ADULT SIG/RESTR DEL eVS	923	985		
732	Priority Mail Express Adult Signature Restricted Delivery Extra Insurance Hold for Pickup	EX	USPS ADULT SIG/RESTR DEL eVS	923	925	985	
733	*First-Class Mail Certified Mail*	*FC*	*USPS CERTIFIED MAIL™*	*910*			
734	*First-Class Mail Certified Mail Return Receipt*	*FC*	*USPS CERTIFIED MAIL™*	*910*	*955*		
735	*First-Class Mail Certified Mail RRE*	*FC*	*USPS CERTIFIED MAIL™*	*910*	*957*		
736	*First-Class Mail Certified Mail Restricted Delivery*	*FC*	*USPS CERTIFIED MAIL™*	*910*	*950*		
737	*First-Class Mail Certified Return Receipt Restricted Delivery*	*FC*	*USPS CERTIFIED MAIL™*	*910*	*950*	*955*	
738	*First-Class Mail Certified Mail Return Receipt RRE*	*FC*	*USPS CERTIFIED MAIL™*	*910*	*957*	*950*	
739	*First-Class Mail Certified Mail Return Receipt RRE Restricted Delivery*	*FC*	*USPS CERTIFIED MAIL™*	*910*	*957*	*955*	*950*
742	*First-Class Package Service*	*FC*	*USPS TRACKING # eVS*				
743	Parcel Select Lightweight with Insurance > $500 Restricted Delivery	LW	USPS SIGNATURE TRACKING # eVS	934			
744	*Parcel Select Lightweight with Ins > $200 RRE*	*LW*	*USPS SIGNATURE TRACKING # eVS*	*931*	*957*		
745	*Parcel Select Lightweight USPS Tracking Insurance ≤ $200*	*LW*	*USPS TRACKING # eVS*	*920*	*930*		
746	Parcel Select Lightweight with Insurance ≤ $500	LW	USPS TRACKING # eVS	930			
748	Parcel Select Lightweight USPS Tracking	LW	USPS TRACKING # eVS	920			
749	*Parcel Select Lightweight with Ins > $200 Return Receipt/RRE*	*LW*	*USPS SIGNATURE TRACKING # eVS*	*931*	*955*	*957*	
773	Priority Mail Adult Signature Restricted Delivery Hold for Pickup	PM	USPS ADULT SIG/RESTR DEL eVS	923	985		
779	Parcel Select Adult Signature Restricted Delivery Hold for Pickup	PS	USPS ADULT SIG/RESTR DEL eVS	923	985		
784	Parcel Select Lightweight with Ins > $500 Return Receipt Restricted Delivery	LW	USPS SIGNATURE TRACKING # eVS	934	955		
785	*Parcel Select Lightweight with Ins > $200 Return Receipt / RRE Restricted Delivery*	*LW*	*USPS SIGNATURE TRACKING # eVS*	*931*	*950*	*955*	*957*

Appendix G: Service Type Codes and Rate Ingredient Tables

3-Digit STC	DESCRIPTION	CLASS OF MAIL	BANNER TEXT	1ST Extra Service Code	2ND Extra Service Code	3RD Extra Service Code	4TH Extra Service Code
786	*Parcel Select Lightweight with Ins ≤ $200 Return Receipt for Merchandise*	*LW*	*USPS SIGNATURE TRACKING # eVS*	*930*	*960*		
787	*Parcel Select Lightweight Return Receipt for Merchandise*	*LW*	*USPS SIGNATURE TRACKING # eVS*	*960*			
788	*Parcel Select Lightweight USPS Tracking Return Receipt for Merchandise*	*LW*	*USPS SIGNATURE TRACKING # eVS*	*920*	*960*		
793	**Parcel Select Returns**	**PS**	**USPS TRACKING # eVS**	**415**			
817	Priority Mail Express PO-Add Signature Requested	EX	USPS SIGNATURE TRACKING # eVS	986	981		
835	**Parcel Select Light Weight: Signature Confirmation**	**LW**	**USPS SIGNATURE TRACKING # eVS**	**921**			
893	Priority Mail Signature Confirmation Restricted Delivery	PM	USPS SIGNATURE TRACKING # eVS	924			
894	First-Class Package Service Signature Confirmation Restricted Delivery	FC	USPS SIGNATURE TRACKING # eVS	924			
895	Parcel Select Signature Confirmation Restricted Delivery	PS	USPS SIGNATURE TRACKING # eVS	924			
896	Priority Mail Signature Confirmation Restricted Delivery with Ins ≤ $500	PM	USPS SIGNATURE TRACKING # eVS	924	930		
897	*Priority Mail Signature Confirmation Restricted Delivery with Ins > $200*	*PM*	*USPS SIGNATURE TRACKING # eVS*	*921*	*931*	*950*	
909	Domestic Return Receipt	FC	USPS TRACKING # eVS				
911	Priority Mail Certified Mail Adult Signature Restrictive Delivery Return Receipt	PM	USPS CERTIFIED MAIL™ ADULT SIG/RESTR DEL eVS	955	913		
912	Priority Mail COD Restricted Delivery Signature Confirmation	PM	USPS COD SIGNATURE TRACKING # eVS	917	921		
914	Priority Mail Signature Confirmation Restricted Delivery Insurance <= $500 Return Receipt	PM	USPS SIGNATURE TRACKING # eVS	924	930	955	
915	Priority Mail Signature Confirmation Restrictive Delivery Return Receipt	PM	USPS SIGNATURE TRACKING # eVS	924	955		
916	Priority Mail: Certified Mail Adult Signature Required, Return Receipt	PM	USPS CERTIFIED MAIL™ ADULT SIGNATURE eVS	912	955		
917	**Priority Mail Express: COD Restricted Delivery, Return Receipt**	**EX**	**USPS COD SIGNATURE TRACKING # eVS**	**917**	**955**		
918	**Priority Mail Express: COD Restricted Delivery, Return Receipt, Hold for Pickup**	**EX**	**USPS COD SIGNATURE TRACKING # eVS**	**917**	**955**		
919	**Priority Mail Express: COD Restricted Delivery**	**EX**	**USPS COD SIGNATURE TRACKING # eVS**	**917**			

3-Digit STC	DESCRIPTION	CLASS OF MAIL	BANNER TEXT	1ST Extra Service Code	2ND Extra Service Code	3RD Extra Service Code	4TH Extra Service Code
920	Priority Mail Express: COD Restricted Delivery, Hold For Pickup	EX	USPS COD SIGNATURE TRACKING # eVS	917	985		
921	Priority Mail Express: Insurance > $500 Restricted Delivery	EX	USPS SIGNATURE TRACKING # eVS	934			
922	Priority Mail Express: Insurance > $500 Restricted Delivery, Return Receipt	EX	USPS SIGNATURE TRACKING # eVS	934	955		
927	First-Class Mail: Certified Adult Signature Required, Return Receipt	FC	USPS CERTIFIED MAIL™ ADULT SIGNATURE eVS	912	955		
928	First-Class Mail: Adult Signature Required, Insurance <= $500	FC	USPS ADULT SIGNATURE eVS	922	930		
929	First-Class Mail: Adult Signature Required, Insurance > $500	FC	USPS ADULT SIGNATURE eVS	922	931		
930	First-Class Mail: Adult Signature Required, Return Receipt	FC	USPS ADULT SIGNATURE eVS	922	955		
931	First-Class Mail: Adult Signature Restricted Delivery, Insurance <= $500	FC	USPS ADULT SIGNATURE eVS	923	930		
932	First-Class Mail: Adult Signature Restricted Delivery, Insurance > $500	FC	USPS ADULT SIGNATURE eVS	923	931		
933	First-Class Mail: Adult Signature Restricted Delivery, Return Receipt	FC	USPS ADULT SIGNATURE eVS	923	955		
934	First-Class Mail: Certified Mail Adult Signature Restricted Delivery, Return Receipt	FC	USPS CERTIFIED MAIL™ ADULT SIG/RESTR DEL eVS	913	955		
935	First-Class Mail: COD Restricted Delivery, Signature Confirmation	FC	USPS COD SIGNATURE TRACKING # eVS	917	921		
936	First-Class Mail: Insurance <= $500, Signature Confirmation Restricted Delivery	FC	USPS SIGNATURE TRACKING # eVS	924	930		
938	First-Class Mail: Signature Confirmation Restricted Delivery, Insurance <=$500, Return Receipt	FC	USPS SIGNATURE TRACKING # eVS	924	930	**955**	
939	First-Class Mail: Signature Confirmation Restricted Delivery, Return Receipt	FC	USPS SIGNATURE TRACKING # eVS	924	955		
940	First-Class Mail: Registered Mail Restricted Delivery, Signature Confirmation	FC	USPS REGISTERED MAIL™	921	941		
941	Parcel Select: Adult Signature Restricted Delivery, Return Receipt	PS	USPS ADULT SIGNATURE eVS	923	955		
942	Parcel Select: Adult Signature Required, Return Receipt	PS	USPS ADULT SIGNATURE eVS	922	955		
943	Parcel Select: COD Restricted Delivery, Return Receipt Electronic	PS	USPS COD SIGNATURE TRACKING # eVS	917	957		

3-Digit STC	DESCRIPTION	CLASS OF MAIL	BANNER TEXT	1ST Extra Service Code	2ND Extra Service Code	3RD Extra Service Code	4TH Extra Service Code
944	Parcel Select: COD Restricted Delivery, Signature Confirmation	PS	USPS COD SIGNATURE TRACKING # eVS	917	921		
945	Parcel Select: Signature Confirmation Restricted Delivery, Insurance <= $500	PS	USPS SIGNATURE TRACKING # eVS	924	930		
946	Parcel Select Lightweight: Adult Signature Required	LW	USPS ADULT SIGNATURE eVS	922			
947	Parcel Select Lightweight: Adult Signature Required, Insurance <= $500	LW	USPS ADULT SIGNATURE eVS	922	930		
948	Parcel Select Lightweight: Adult Signature Required, Insurance > $500	LW	USPS ADULT SIGNATURE eVS	922	931		
949	Parcel Select Lightweight: Adult Signature Required, Return Receipt	LW	USPS ADULT SIGNATURE eVS	922	955		
950	Parcel Select Lightweight: Adult Signature Restricted Delivery	LW	USPS ADULT SIGNATURE eVS	923			
951	Parcel Select Lightweight: Adult Signature Restricted Delivery, Insurance <= $500	LW	USPS ADULT SIGNATURE eVS	923	930		
952	Parcel Select Lightweight: Adult Signature Restricted Delivery, Insurance > $500	LW	USPS ADULT SIGNATURE eVS	923	931		
953	Parcel Select Lightweight: Adult Signature Required, Insurance > $500, Return Receipt	LW	USPS ADULT SIGNATURE eVS	922	931	955	
954	Parcel Select Lightweight: Adult Signature Restricted Delivery, Insurance > $500, Return Receipt	LW	USPS ADULT SIGNATURE eVS	923	931	955	
955	Parcel Select Lightweight: Signature Confirmation, Insurance <= $500	LW	USPS SIGNATURE TRACKING # eVS	921	930		
956	Parcel Select Lightweight: Adult Signature Restricted Delivery, Return Receipt	LW	USPS ADULT SIGNATURE eVS	923	955		
957	Bound Printed Matter: COD Restricted Delivery, Signature Confirmation	BB	USPS COD SIGNATURE TRACKING # eVS	917	921		
958	Bound Printed Matter: Signature Confirmation Restricted Delivery, Insurance <= $500	BB	USPS SIGNATURE TRACKING # eVS	924	930		
959	Bound Printed Matter: COD Restricted Delivery, Return Receipt Electronic	BB	USPS COD SIGNATURE TRACKING # eVS	917	957		
960	Library Mail: COD Restricted Delivery, Return Receipt Electronic	BL	USPS COD SIGNATURE TRACKING # eVS	917	957		
961	Library Mail: COD Restricted Delivery, Signature Confirmation	BL	USPS COD SIGNATURE TRACKING # eVS	917	921		
962	Library Mail: Signature Confirmation Restricted Delivery, Insurance <= $500	BL	USPS SIGNATURE TRACKING # eVS	924	930		

3-Digit STC	DESCRIPTION	CLASS OF MAIL	BANNER TEXT	1ST Extra Service Code	2ND Extra Service Code	3RD Extra Service Code	4TH Extra Service Code
963	Media Mail: COD Restricted Delivery, Return Receipt Electronic	BS	USPS COD SIGNATURE TRACKING # eVS	917	957		
964	Media Mail: COD Restricted Delivery, Signature Confirmation	BS	USPS COD SIGNATURE TRACKING # eVS	917	921		
965	Media Mail: Signature Confirmation Restricted Delivery, Insurance <= $500	BS	USPS SIGNATURE TRACKING # eVS	924	930		
971	Ground Return Service	PS	USPS TRACKING # eVS	980			
972	Ground Return Service: Insurance <= $500	PS	USPS TRACKING # eVS	930	980		
973	Ground Return Service: Insurance > $500	PS	USPS SIGNATURE TRACKING # eVS	931	980		
974	First-Class Package Services: Adult Signature Required	FC	USPS ADULT SIGNATURE eVS	922			
975	First-Class Package Services: Adult Signature Restricted Delivery	FC	USPS ADULT SIGNATURE eVS	923			
976	Library Mail: Signature Confirmation Restricted Delivery	BL	USPS SIGNATURE TRACKING # eVS	924			
977	Media Mail: Signature Confirmation Restricted Delivery	BS	USPS SIGNATURE TRACKING # eVS	924			
978	Bound Printed Matter: Signature Confirmation Restricted Delivery	BB	USPS SIGNATURE TRACKING # eVS	924			
979	Parcel Select Lightweight: Signature Confirmation Restricted Delivery	LW	USPS SIGNATURE TRACKING # eVS	924			
980	Parcel Select Lightweight: Signature Confirmation Restricted Delivery Return Receipt	LW	USPS SIGNATURE TRACKING # eVS	924	955		

Table G–2a eVS/PRS Class of Mail Codes - Domestic

(File Version 2.0 Detail Record 1 Positions: 3; File Version 1.6 or higher Detail Record 1 Positions: 037–038)

eVS Mail Class Code	eVS Mail Class/Product
BB	Bound Printed Matter
BL	Library Mail
BS	Media Mail
EX	Priority Mail Express
FC	First–Class Package Service
LW	Parcel Select Lightweight
PM	Priority Mail
PS	Parcel Select
SA	Standard Mail Nonprofit
S2	Standard Mail Marketing

PRS Mail Class Code	Mail Class or Subclass Name
RP	Parcel Select Return Service
MR	Priority Mail Return Service

Table G–2b eVS/PRS Class of Mail Codes - International

(File 1.7 or higher Detail Record 1 Positions: 037–038; File Version 2.0 Position: 3)

eVS Mail Class Code	eVS Mail Class/Product
CP	Priority Mail International
IE	Priority Mail Express International
LC	First-Class Package International Service
PG	Global Express Guaranteed

Table G–3 Processing Category Codes

(File Version 2.0 Detail Record 1 Positions: 36; File Version 1.6/1.7 Detail Record 1 Positions: 372)

Note: Not all Processing Categories are applicable to all Mail Classes. Refer to Table G-10 for eVS Rate Ingredients

Processing Category Code	Processing Category Name	Possible Mail Classes/Products
1	Letters	PM, CP, IE, PG
2	Flats	EX, PM, MR, CP, IE, PG
3	Machinable	FC; PM, BB, BL, BS, LW,PS; SA, S2, RP, CP, IE, LC, PG
4	Irregular	SA, S2, BB, BL, BS, LW
5	Nonmachinable	FC; PM, BB, BL, BS, PS, RP, CP, IE, PG
O	Open and Distribute	EX, PM

Table G–4 Destination Rate Indicator Codes

(File Version 2.0 Detail Record 1 Positions: 38; File Version 1.6 or higher Detail Record 1 Positions: 375)

Destination Rate Indicator Code	Destination Rate Indicator Name	Possible Mail Classes or Subclasses
N	None	EX, FC, PM; BB, BL, BS; LW, SA, S2, RP, MR, CP, IE, LC, PG
B	Destination Network Distribution Center (DNDC)	EX, PM, BB, LW, PS; SA, S2, RP
S	Destination Sectional Center Facility (DSCF)	EX, PM, BB, LW, PS; SA, S2, RP
A	Destination Area Distribution Center (ADC)	PM
F	Destination Auxiliary Service Facility (ASF)	PM
D	Destination Delivery Unit (DDU)	EX, PM, BB, LW, PS; SA, S2, RP
I	International Service Center (ISC)	CP, IE, LC, PG

Table G–5 Rate Indicator Codes

(File Version 2.0 Detail Record 1 Positions: 37; File Version 1.6/1.7 Detail Record 1 Positions: 373-374)

Rate Indicator Code	Rate Indicator Name	Possible Mail Classes
3D	3–digit price	~~FC~~, PS, LW
3D	3-digit SCF price	S2
5D	5–digit price	BL, BS, PS, S2
B3	Balloon 3–digit price	PS
BA	Basic price	BL, BS
BB	Mixed NDC price	LW
BM	NDC price	S2
BN	Balloon price	PM, PS, RP, MR
C6	Regional Rate Box A	PM
C7	Regional Rate Box B	PM
CP	Cubic Tier price	PM
DC	NDC price	LW
DE	SCF price	LW
DF	5-digit price	LW
DN	Dimensional nonrectangular price	PM, MR
DR	Dimensional rectangular price	PM, MR
E3	Flat Rate Envelope (Hold for Pickup)	EX
E4	Flat Rate Envelope (PO to Addressee)	EX, IE
E5	Legal Flat Rate Envelope (Hold for Pickup)	EX
E6	Legal Flat Rate Envelope (PO to Addressee)	EX, IE
E7	Legal Flat Rate Envelope (Sunday/Holiday Delivery)	EX
FA	Legal Flat Rate Envelope	PM, CP
FB	Medium Flat Rate Box	PM, MR, CP
FE	Flat Rate Envelope	PM, MR, CP
FP	Padded Flat Rate Envelope	EX, PM, MR, CP, IE
FS	Small Flat Rate Box	PM, MR, CP
LE	Legal Envelope	PG
MA	Mixed ADC price	SA
MB	Mixed NDC price	S2

Rate Indicator Code	Rate Indicator Name	Possible Mail Classes
N5	Nonprofit 5-digit price	SA, S2
ND	Nonprofit NDC price	SA, S2
NM	Nonprofit Mixed NDC price	SA, S2
NP	Nonpresorted price	BB
NT	Nonprofit SCF price	SA, S2
O1	PMOD Full Tray Box	PM
O2	PMOD Half Tray Box	PM
O3	PMOD Extended Managed Mail (EMM) Tray Box	PM
O4	PMOD Flat Tub Tray Box	PM
O5	PMOD Surface Transported Pallet (NSA only)	PM
O6	PMOD Full Pallet Box (NSA only)	PM
O7	PMOD Half Pallet Box (NSA only)	PM
OS	Oversized price	PS, RP, MR
P5	Cubic Soft Pack Tier 1 (.10)	PM
P6	Cubic Soft Pack Tier 2 (.20)	PM
P7	Cubic Soft Pack Tier 3 (.30)	PM
P8	Cubic Soft Pack Tier 4 (.40)	PM
P9	Cubic Soft Pack Tier 5 (.50)	PM
PA	Single–piece price (PO to Addressee)	EX, IE
PL	Large Flat Rate Box	PM, MR, CP
PM	Large Flat Rate Box APO/FPO/DPO	PM, MR
PP	Single–piece price (Hold for Pickup)	EX
PR	Presorted price	BB
SP	Single–piece price	FC, PM; BL, BS, PS, RP, MR, CP, LC, PG
IA	International Regional Rate Box A	CP
IB	International Regional Rate Box B	CP
1J	10:30 AM Single Piece (Hold for Pickup)	EX
1K	10:30 AM Flat Rate Envelope (Hold for Pickup)	EX
1L	10:30 AM Single Piece (PO to Addressee)	EX
1M	10:30 AM Flat Rate Envelope (PO to Addressee)	EX

Rate Indicator Code	Rate Indicator Name	Possible Mail Classes
1T	10:30 AM Legal Flat Rate Envelope (PO to Addressee)	EX
1U	10:30 AM Legal Flat Rate Envelope (Hold for Pickup)	EX
1V	10:30 AM Padded FRE (PO to Addressee)	EX
1W	10:30 AM Padded Flat Rate Envelope (Hold for Pickup)	EX

Table G–6 Zone Codes
(File Version 2.0 Detail Record 1 Positions: 39; File Version 1.6/1.7 Detail Record 1 Positions: 376-377)

Zone Code	Zone Name	Possible Mail Classes or Subclasses
00	No zone	PM, FC; BB, BL, BS, LW, PS; SA, S2, RP, MR
01—05	Zones 1 through 5	EX, PM; BB, PS, RP, MR
06—09	Zones 6 through 9	EX, PM; BB, RP, MR
LC	Local Zone	EX, PM, PS

Table G–7 Postal Routing Barcode Codes
(File Version 2.0 Detail Record 1 Positions: 66; File Version 1.6/1.7 Detail Record 1 Positions: 500)

Postal Routing Barcode Code	Postal Routing Barcode Name	Possible Mail Classes or Subclasses
0	No barcode	EX, FC, PM; BB, BL, BS, LW, PS; SA, S2, RP, MR, CP, IE, LC, PG
1	GS1-128 barcode	EX, FC, PM; BB, BL, BS, LW, PS; SA, S2, RP, MR

Table G–8

Table G-8a Discount Type Codes
(File Version 2.0 Detail Record 1 Positions: 59; File Version 1.6/1.7 Detail Record 1 Positions: 470-471)

Discount Code	Discount Name	Possible Mail Classes or Subclasses
D6	Nonmachinable Discount (DNDC Parcel Select) for Special Handling	PS
D7	Nonmachinable Discount (3–Digit DSCF Parcel Select) for Special Handling	PS

Table G–8b Surcharge Type Codes
(File Version 2.0 Detail Record 1 Positions: 57; File Version 1.6/1.7 Detail Record 1 Positions: 461-462)

Surcharge Code	Surcharge Name	Possible Mail Classes or Subclasses
N1	Nonmachinable or Nonbarcoded Parcel Surcharge	FC
N2	Nonbarcoded Parcel Surcharge	SA

Table G–9

Table G-9a Extra Service Codes for 2-digit STC
(File Version 1.4 Detail Record 1 Positions: 080–081, 087–088, and 094–095)

Extra Service Code	Extra Service Name	Possible Mail Classes or Subclasses
01	USPS Tracking	FC, PM, BB, BL, BS, LW, PS, SA, S2
02	Signature Confirmation	FC, PM, BB, BL, BS, PS
04	Insured Mail	FC, PM, BB, BL, BS, LW, PS
05	COD (Collect on Delivery)	FC, PM, BB, BL, BS, PS
06	Return Receipt	FC, PM, BB, BL, BS, LW, PS, SA
07	Return Receipt for Merchandise	PM, BB, BL, BS, LW, PS, SA
08	Restricted Delivery	FC, PM, BB, BL, BS, LW, PS, SA
11	Special Handling (≤ 10 pounds)	FC, PM, BB, BL, BS, PS
12	Special Handling (> 10 pounds)	PM, BB, BL, BS, PS
13	Bulk Insurance	SA
19	Priority Mail Express Insurance	EX

Table G-9b Extra Service Codes for 3-digit STC

(File Version 2.0 Detail Record 1 Positions: 44, 46, 48, 50, and 52; File Version 1.6/1.7 Detail Record 1 Positions: 399-401, 408-410, 417-419, 426-428, and 435-437)

Note: The ESCs listed in light gray color font in the table below are scheduled to retire on May 30, 2015. The transition periods for retired codes are as follows:

May 30, 2015 – November 30, 2015: Retired codes accepted in files without warnings issued

December 1, 2015 – May 30, 2016: Retired codes accepted in files with warnings issued

May 31, 2016 or later: Retired codes will not be accepted, extract visibility will be suppressed and eligible for new identity after one year.

Extra Service Code	Extra Service Name	Possible Mail Classes or Subclasses
420	Parcel Return Service	RP
430	Open and Distribute	PM
852	Special Handling - Fragile	EX. PM, FC, PS, LW, BS, BL, BB
853	Special Handling - Perishable	EX. PM, FC, PS, LW,
856	Live Animals	PM, EX
857	Hazardous Materials	EX, FC, PM, BL, LW, PS, SA, CP, IE
858	Cremated Remains	EX
910	Certified Mail	FC, PM
911	Certified Mail Restrictive Delivery	PM, FC
912	Certified Adult Signature Required	PM, FC
913	Certified Adult Signature Restrictive Delivery	PM, FC
915	COD (Collect on Delivery)	FC, PM, BB, BL, BS, PS
917	COD Restrictive Delivery	EX, PM, CM, FC, PS, BS, BL, BB
920	USPS Tracking	FC, PM, BB, BL, BS, LW, PS, SA, S2
921	Signature Confirmation	FC, PM, BB, BL, BS, PS
922	Adult Signature	EX, PM, PS
923	Adult Signature Restricted Delivery	EX, PM, PS

Extra Service Code	Extra Service Name	Possible Mail Classes or Subclasses
924	Signature Restrictive Delivery	EX. PM, FC, PS, BS, BS, BB
925	Priority Mail Express Insurance	EX
930	Insurance ≤ $500	FC, PM, BB, BL, BS, LW, PS, SA, CP, IE
931	Insurance > $500	PM, BB, BL, BS, LW, PS, SA, S2 , CP, IE
934	Insurance > $500 Restrictive Delivery	EX. PM, FC, PS, LW, BS, BS, BB, S2
950	*Restricted Delivery*	*FC, PM, BB, BL, BS, LW, PS, SA*
955	Return Receipt	EX, FC, PM, BB, BL, BS, LW, PS, SA, CP, IE
957	Return Receipt Electronic	FC, PM, BB, BL, BS, LW, PS, SA
960	Return Receipt for Merchandise	PM, BB, BL, BS, LW, PS; SA
970	*Special Handling*	*S2*
981	Signature Service	EX
985	Hold For Pickup	EX, FC, PM, PS
986	PO to Addressee	EX

Table G–10

eVS Valid Rate Ingredient Combinations
eVS supports the parcel subclasses and rate categories identified in each of the subsequent G tables.

Note: The Rate Ingredients listed in the light gray color with a line strike through in the subsequent G tables are eliminated as of January 17, 2016. See Appendix X for remapping to an applicable product when the product has been eliminated is used.

Exhibit G-10 identifies all the products available in eVS. Additions to this table will be announced in the *Postal Bulletin* as the number of supported parcel products increases.

Exhibit G–10

Available eVS Parcel Products

Table	Mail Class/Product
G-10a	First-Class Package Service
G–10b	Priority Mail (includes PMOD)
G–10c	Standard Mail Nonprofit
G–10d	Standard Mail Marketing
G–10e	Standard Mail Marketing Nonprofit
G–10f	Parcel Select (includes Parcel Select Lightweight)
G-10g	Bound Printed Matter
G-10h	Media Mail
G-10i	Library Mail
G-10j	Priority Mail Express
G-10k	Parcel Return Service
G-10l	First-Class Package International Service
G-10m	Priority Mail International
G-10n	Priority Mail Express International
G-10o	Global Express Guaranteed

eVS Valid Rate Ingredient Combinations
Table G–10a First–Class Package Service

Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Discount and Surcharge	Discount or Surcharge Amount	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	D: 59 S: 57	D: 60 S: 58	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	D:470-471 S: 461-462	D:472-478 S: 463-469	1.6/1.7 file version detail record 1
FC	3	N	SP	00	1		0000000	Single-Piece
FC	3	N	SP	00	0	N1	0000200	SP/Surcharge
FC	3	N	SP	00	1	N1	0000200	SP/Surcharge
FC	5	N	SP	00	1		0000000	Single-Piece
FC	5	N	SP	00	0	N1	0000200	SP/Surcharge
FC	5	N	SP	00	1	N1	0000200	SP/Surcharge

Note: The header row above shows columns: Processing Category | Destination Rate Indicator | Rate Indicator | Zone | Parcel Routing Barcode | Discount and Surcharge | Discount or Surcharge Amount | Rate

Table G–10b.1 Priority Mail

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	1.6/1.7 file version detail record 1
PM	2	N	FE	00	0, 1	Flat Rate Envelope
PM	2	N	FA	00	0, 1	Legal Flat Rate Envelope
PM	5	N	FP	00	0, 1	Padded Flat Rate Envelope
PM	5	N	FS	00	0, 1	Small Flat Rate Box
PM	5	N	FB	00	0, 1	Medium Flat Rate Box
PM	5	N	PL	00	0, 1	Large Flat Rate Box
PM	5	N	PM	00	0, 1	Large Flat Rate Box APO/FPO/ DPO
PM	3	N	C6	LC,01-09	0, 1	Regional Rate Box A
PM	3	N	C7	LC,01-09	0, 1	Regional Rate Box B
PM	1	N	SP	LC, 01-09	0, 1	Single-Piece
PM	2	N	SP	LC, 01-09	0, 1	Single-Piece
PM	3	N	SP	LC, 01-09	0, 1	Single-Piece
PM	5	N	SP	LC, 01-09	0, 1	Single-Piece
PM	5	N	BN	LC, 01-04	0, 1	Balloon
Length, Height, and Width required for all Priority Mail packages claiming Dimensional or Cubic Prices						
PM	5	N	DR	05-09	0, 1	Rectangular Dimensional Weight
PM	5	N	DN	05-09	0, 1	Nonrectangular Dimensional Weight
PM	3	N	CP	LC, 01-09	0, 1	Cubic Tier
PM	3	N	P5	LC, 01-09	0, 1	Cubic Tier Soft Pack Tier 1 (.10)
PM	3	N	P6	LC, 01-09	0, 1	Cubic Tier Soft Pack Tier 2 (.20)

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	1.6/1.7 file version detail record 1
PM	3	N	P7	LC, 01-09	0, 1	Cubic Tier Soft Pack Tier 3 (.30)
PM	3	N	P8	LC, 01-09	0, 1	Cubic Tier Soft Pack Tier 4 (.40)
PM	3	N	P9	LC, 01-09	0, 1	Cubic Tier Soft Pack Tier 5 (.50)

Table G–10b.2 Priority Mail Open and Distribute (PMOD)

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	1.6/1.7 file version detail record 1
PM	O	B	SP	01-09	0, 1	PMOD – NDC destination
PM	O	D	SP	01-09	0, 1	PMOD – DDU destination
PM	O	S	SP	01-09	0, 1	PMOD –SCF destination
PM	O	A	SP	01-09	0, 1	PMOD –ADC destination
PM	O	F	SP	01-09	0, 1	PMOD –ASF destination

Table G–10b.3 Priority Mail Open and Distribute (PMOD) Containers

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate (Including Barcoding Discounts or Barcoding or Machinability Surcharges
3	36	38	37	39	66	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	1.6/1.7 file version detail record 1
PM	O	B	O1	01-09	0, 1	PMOD Full Tray Box – NDC
PM	O	D	O1	01-09	0, 1	PMOD Full Tray Box – DDU
PM	O	S	O1	01-09	0, 1	PMOD Full Tray Box –SCF
PM	O	A	O1	01-09	0, 1	PMOD Full Tray Box –ADC
PM	O	F	O1	01-09	0, 1	PMOD Full Tray Box –ASF
PM	O	B	O2	01-09	0, 1	PMOD Half Tray Box – NDC
PM	O	D	O2	01-09	0, 1	PMOD Half Tray Box – DDU
PM	O	S	O2	01-09	0, 1	PMOD Half Tray Box –SCF
PM	O	A	O2	01-09	0, 1	PMOD Half Tray Box –ADC
PM	O	F	O2	01-09	0, 1	PMOD Half Tray Box –ASF
PM	O	B	O4	01-09	0, 1	PMOD Flat Tub Tray Box – NDC
PM	O	D	O4	01-09	0, 1	PMOD Flat Tub Tray Box – DDU
PM	O	S	O4	01-09	0, 1	PMOD Flat Tub Tray Box –SCF
PM	O	A	O4	01-09	0, 1	PMOD Flat Tub Tray Box –ADC

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate (Including Barcoding Discounts or Barcoding or Machinability Surcharges
3	36	38	37	39	66	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	1.6/1.7 file version detail record 1
PM	O	F	O4	01-09	0, 1	PMOD Flat Tub Tray Box –ASF
PM	O	B	O3	01-09	0, 1	PMOD EMM Tray Box – NDC
PM	O	D	O3	01-09	0, 1	PMOD EMM Tray Box – DDU
PM	O	S	O3	01-09	0, 1	PMOD EMM Tray Box –SCF
PM	O	A	O3	01-09	0, 1	PMOD EMM Tray Box –ADC
PM	O	F	O3	01-09	0, 1	PMOD EMM Tray Box –ASF

Table G–10c.1 Standard Mail Nonprofit Piece Rate: 3.3 ounces (0.2063 pound) or less

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Discount and Surcharge	Discount or Surcharge Amount	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	D: 59 S: 57	D: 60 S: 58	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	D:470-471 S: 461-462	D:472-478 S: 463-469	1.6/1.7 file version detail record 1
SA	4	B	N5	00	0, 1		0000000	DNDC 5-Digit
SA	4	B	ND	00	0	N2	0000067	DNDC NDC /Surcharge
SA	4	B	ND	00	1		0000000	DNDC NDC
SA	4	B	NT	00	0	N2	0000067	DNDC SCF /Surcharge
SA	4	B	NT	00	1		0000000	DNDC SCF
SA	4	D	N5	00	0, 1		0000000	DDU 5-Digit
SA	4	N	ND	00	0	N2	0000067	NDC/Surcharge
SA	4	N	ND	00	1		0000000	NDC
SA	4	N	NM	00	0	N2	0000067	Mixed NDC /Surcharge
SA	4	N	NM	00	1		0000000	Mixed NDC
SA	4	S	N5	00	0, 1		0000000	DSCF 5-Digit
SA	4	S	NT	00	0	N2	0000067	DSCF SCF /Surcharge
SA	4	S	NT	00	1		0000000	DSCF SCF

Table G–10c.2 Std Mail Nonprofit Piece–Pound Rate: more than 3.3 oz (0.2063 pound)

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Discount and Surcharge	Discount or Surcharge Amount	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	D: 59 S: 57	D: 60 S: 58	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	D:470-471 S: 461-462	D:472-478 S: 463-469	1.6/1.7 file version detail record 1
SA	3	B	N5	00	0, 1		0000000	DNDC 5–Digit

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Discount and Surcharge	Discount or Surcharge Amount	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	D: 59 S: 57	D: 60 S: 58	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	D:470-471 S: 461-462	D:472-478 S: 463-469	1.6/1.7 file version detail record 1
SA	3	B	ND	00	0	N2	0000067	DNDC NDC/Surcharge
SA	3	B	ND	00	1		0000000	DNDC NDC
SA	3	D	N5	00	0, 1		0000000	DDU 5–Digit
SA	3	N	ND	00	0	N2	0000067	NDC/Surcharge
SA	3	N	ND	00	1		0000000	NDC
SA	3	N	NM	00	0	N2	0000067	Mixed NDC/Surcharge
SA	3	N	NM	00	1		0000000	Mixed NDC
SA	3	S	N5	00	0, 1		0000000	DSCF 5–Digit
SA	4	B	N5	00	0, 1		0000000	DNDC 5–Digit
SA	4	B	ND	00	0	N2	0000067	DNDC NDC /Surcharge
SA	4	B	ND	00	1		0000000	DNDC NDC
SA	4	B	NT	00	0	N2	0000067	DNDC SCF/Surcharge
SA	4	B	NT	00	1		0000000	DNDC SCF
SA	4	D	N5	00	0, 1		0000000	DDU 5–Digit
SA	4	N	ND	00	0	N2	0000067	NDC/Surcharge
SA	4	N	ND	00	1		0000000	NDC
SA	4	N	NM	00	0	N2	0000067	Mixed NDC /Surcharge
SA	4	N	NM	00	1		0000000	Mixed NDC
SA	4	S	N5	00	0, 1		0000000	DSCF 5–Digit
SA	4	S	NT	00	0	N2	0000067	DSCF SCF /Surcharge
SA	4	S	NT	00	1		0000000	DSCF SCF

Table G–10d Standard Mail Marketing

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Discount and Surcharge	Discount or Surcharge Amount	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	D: 59 S: 57	D: 60 S: 58	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	D:470-471 S: 461-462	D:472-478 S: 463-469	1.6 or higher file version detail record 1
S2	3	N	MB	00	0, 1		0000000	Machinable Mixed NDC
S2	3	N	BM	00	0, 1		0000000	Machinable NDC
S2	3	B	BM	00	0, 1		0000000	Machinable DNDC NDC

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Discount and Surcharge	Discount or Surcharge Amount	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	D: 59 S: 57	D: 60 S: 58	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	D:470-471 S: 461-462	D:472-478 S: 463-469	1.6 or higher file version detail record 1
S2	3	B	5D	00	0, 1		0000000	Machinable DNDC 5-Digit
S2	3	S	5D	00	0, 1		0000000	Machinable DSCF 5-Digit
S2	3	D	5D	00	0, 1		0000000	Machinable DDU 5-Digit
S2	3	N	MB	00	0, 1		0000000	Machinable Mixed NDC
S2	4	B	5D	00	0, 1		0000000	Irregular DNDC 5-Digit
S2	4	S	5D	00	0, 1		0000000	Irregular DSCF 5-Digit
S2	4	D	5D	00	0, 1		0000000	Irregular DDU 5-Digit
S2	4	B	3D	00	0	N2	0000067	Irregular DNDC SCF/Surcharge
S2	4	B	3D	00	1		0000000	Irregular DNDC SCF
S2	4	S	3D	00	0	N2	0000067	Irregular DSCF SCF/Surcharge
S2	4	S	3D	00	1		0000000	Irregular DSCF SCF
S2	4	N	BM	00	0	N2	0000067	Irregular NDC/Surcharge
S2	4	N	BM	00	1		0000000	Irregular NDC
S2	4	B	BM	00	0	N2	0000067	Irregular DNDC NDC/Surcharge
S2	4	B	BM	00	1		0000000	Irregular DNDC NDC
S2	4	N	MB	00	0	N2	0000067	Irregular Mixed NDC
S2	4	N	MB	00	1		0000000	Irregular Mixed NDC

Table G–10e Standard Mail Marketing Nonprofit

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Discount and Surcharge	Discount or Surcharge Amount	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	D: 59 S: 57	D: 60 S: 58	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	D:470-471 S: 461-462	D:472-478 S: 463-469	1.6/1.7 file version detail record 1
SA	3	B	N5	00	0, 1		0000000	Machinable DNDC 5-Digit
SA	3	S	N5	00	0, 1		0000000	Machinable DSCF 5-Digit
SA	3	D	N5	00	0, 1		0000000	Machinable DDU 5-Digit

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Discount and Surcharge	Discount or Surcharge Amount	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	D: 59 S: 57	D: 60 S: 58	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	D:470-471 S: 461-462	D:472-478 S: 463-469	1.6/1.7 file version detail record 1
SA	3	N	ND	00	0, 1		0000000	Machinable NDC
SA	3	B	ND	00	0, 1		0000000	Machinable DNDC NDC
SA	3	N	NM	00	0, 1		0000000	Machinable Mixed NDC
SA	4	B	N5	00	0, 1		0000000	Irregular DNDC 5-Digit
SA	4	S	N5	00	0, 1		0000000	Irregular DSCF 5-Digit
SA	4	D	N5	00	0, 1		0000000	Irregular DDU 5-Digit
SA	4	B	NT	00	0	N2	0000067	Irregular DNDC SCF/Surcharge
SA	4	B	NT	00	1		0000000	Irregular DNDC SCF
SA	4	S	NT	00	0	N2	0000067	Irregular DSCF SCF/Surcharge
SA	4	S	NT	00	1		0000000	Irregular DSCF SCF
SA	4	N	ND	00	0	N2	0000067	Irregular NDC/Surcharge
SA	4	N	ND	00	1		0000000	Irregular NDC
SA	4	B	ND	00	0	N2	0000067	Irregular DNDC NDC/Surcharge
SA	4	B	ND	00	1		0000000	Irregular DNDC NDC
SA	4	N	NM	00	0	N2	0000067	Irregular Mixed NDC/Surcharge
SA	4	N	NM	00	1		0000000	Irregular Mixed NDC

Table G–10f.1 Parcel Select

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	1.6/1.7 file version detail record 1
PS	3	B	BN	01–05	1	DNDC Mach Balloon
PS	3	B	SP	01–05	1	DNDC Mach
PS	3	D	BN	00	0, 1	DDU Balloon
PS	3	D	SP	00	0, 1	DDU
PS	3	S	BN	00	0, 1	DSCF Mach 5-Digit Balloon
PS	3	S	SP, 5D	00	0, 1	DSCF Mach 5-Digit
PS	5	B	BN	01–05	0, 1	DNDC Nonmach Balloon

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	1.6/1.7 file version detail record 1
PS	5	B	OS	01–05	0, 1	DNDC Nonmach Oversized
PS	5	B	SP	01–05	0, 1	DNDC Nonmach
PS	5	D	BN	00	0, 1	DDU Balloon
PS	5	D	OS	00	0, 1	DDU Oversized
PS	5	D	SP	00	0, 1	DDU
PS	5	S	3D	00	0, 1	DSCF Nonmach 3–Digit
PS	5	S	5D	00	0, 1	DSCF Nonmach 5–Digit
PS	5	S	B3	00	0, 1	DSCF Nonmach 3–Digit Balloon
PS	5	S	BN	00	0, 1	DSCF Nonmach 5–Digit Balloon
PS	5	S	OS	00	0, 1	DSCF Nonmach Oversized

Table G–10f.2 Parcel Select – Ground

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	1.6/1.7 file version detail record 1
PS	3	N	SP	01-09	0, 1	Parcel Select Ground machinable
PS	5	N	SP	01-09	0, 1	Parcel Select Ground nonmachinable
PS	3	N	BN	01-09	0, 1	Parcel Select Ground balloon mach
PS	5	N	BN	01-09	0, 1	Parcel Select Ground balloon nonmach
PS	5	N	OS	01-09	0, 1	Parcel Select Ground Oversize

Table G–10f.3 Parcel Select Lightweight

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	1.6/1.7 file version detail record 1
LW	3, 4	B	DF	00	0, 1	Parcel Select Lightweight DNDC 5-Digit
LW	3, 4	S	DF	00	0, 1	Parcel Select Lightweight DSCF 5-Digit
LW	3, 4	D	DF	00	0, 1	Parcel Select Lightweight DDU 5-Digit
LW	3, 4	N	DC	00	0, 1	Parcel Select Lightweight NDC

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	1.6/1.7 file version detail record 1
LW	3, 4	B	DC	00	0, 1	Parcel Select Lightweight DNDC NDC
LW	3, 4	N	BB	00	0, 1	Parcel Select Lightweight Mixed NDC
LW	4	B	DE	00	0, 1	Parcel Select Lightweight DNDC SCF
LW	4	S	DE	00	0, 1	Parcel Select Lightweight DSCF SCF

Table G–10g.1 Bound Printed Matter — Nonpresorted

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	1.6/1.7 file version detail record 1
BB	3	N	NP	01–09	0, 1	Machinable nonpresorted
BB	4	N	NP	01–09	0, 1	Irregular nonpresorted
BB	5	N	NP	01–09	0, 1	Nonmachinable nonpresorted

Table G–10g.2 Bound Printed Matter — Presorted

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	1.6/1.7 file version detail record 1
BB	3	N	PR	01–09	0, 1	Machinable presorted
BB	4	N	PR	01–09	0, 1	Irregular presorted
BB	5	N	PR	01–09	0, 1	Nonmachinable Presorted
BB	3	B	PR	01–05	0, 1	Machinable DNDC Presorted
BB	4	B	PR	01–05	0, 1	Irregular DNDC Presorted
BB	5	B	PR	01–05	0, 1	Nonmachinable DNDC Presorted
BB	3	S	PR	00	0, 1	Machinable DSCF Presorted
BB	4	S	PR	00	0, 1	Irregular DSCF Presorted
BB	5	S	PR	00	0, 1	Nonmachinable DSCF Presorted
BB	3	D	PR	00	0, 1	Machinable DDU Presorted
BB	4	D	PR	00	0, 1	Irregular DDU Presorted

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	1.6/1.7 file version detail record 1
BB	5	D	PR	00	0, 1	Nonmachinable DDU Presorted

Table G–10h Media Mail

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	1.6/1.7 file version detail record 1
BS	3	N	SP	00	0, 1	Machinable single–piece
BS	4	N	SP	00	0, 1	Irregular single–piece
BS	5	N	SP	00	0, 1	Nonmachinable single–piece
BS	3	N	BA	00	0, 1	Machinable basic
BS	4	N	BA	00	0, 1	Irregular basic
BS	5	N	BA	00	0, 1	Nonmachinable basic
BS	3	N	5D	00	0, 1	Machinable 5–Digit
BS	4	N	5D	00	0, 1	Irregular 5–Digit
BS	5	N	5D	00	0, 1	Nonmachinable 5–Digit

Table G–10i Library Mail

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	1.6/1.7 file version detail record 1
BL	3	N	SP	00	0, 1	Machinable single–piece
BL	4	N	SP	00	0, 1	Irregular single–piece
BL	5	N	SP	00	0, 1	Nonmachinable single–piece
BL	3	N	BA	00	0, 1	Machinable basic
BL	4	N	BA	00	0, 1	Irregular basic
BL	5	N	BA	00	0, 1	Nonmachinable basic

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	1.6/1.7 file version detail record 1
BL	3	N	5D	00	0, 1	Machinable 5–Digit
BL	4	N	5D	00	0, 1	Irregular 5–Digit
BL	5	N	5D	00	0, 1	Nonmachinable 5–Digit

Table G–10j.1a Priority Mail Express

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	1.6/1.7 file version detail record 1
EX	2	N	E3	00	0, 1	Flat Rate Envelope – Hold for Pickup
EX	2	N	E4	00	0, 1	Flat Rate Envelope – PO to Addressee
EX	2	N	E5	00	0, 1	Legal Flat Rate Envelope – Hold for Pickup
EX	2	N	E6	00	0, 1	Legal Flat Rate Envelope – PO to Addressee
EX	2	N	E7	00	0, 1	Legal FRE – Sunday/Holiday Delivery
EX	3	N	FE	00	0, 1	Padded Flat Rate Envelope – Hold for Pickup
EX	3	N	FP	00	0, 1	Padded Flat Rate Envelope – PO to Addressee
EX	5	N	PA	01-09	0, 1	Single Piece – PO to Addressee
EX	5	N	PP	01-09	0, 1	Single Piece – Hold for Pickup

Table G–10j.1b Priority Mail Express 10:30 AM

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Discount and Surcharge	Discount or Surcharge Amount	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	D: 59 S: 57	D: 60 S: 58	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	D:470-471 S: 461-462	D:472-478 S: 463-469	1.6/1.7 file version detail record 1
EX	5	N	1J	00-09	0, 1	G2	0005000	PME 10:30 AM Single Piece – Hold for Pickup
EX	2	N	1K	00	0, 1	G2	0005000	PME 10:30 AM Flat Rate Envelope – Hold for Pickup
EX	5	N	1L	01-09	0, 1	G2	0005000	PME 10:30 AM Single Piece – PO to Addressee
EX	2	N	1M	00	0, 1	G2	0005000	PME 10:30 AM

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Discount and Surcharge	Discount or Surcharge Amount	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	D: 59 S: 57	D: 60 S: 58	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	D:470-471 S: 461-462	D:472-478 S: 463-469	1.6/1.7 file version detail record 1
								Flat Rate Envelope – PO to Addressee
EX	2	N	1T	00	0, 1	G2	0005000	PME 10:30 AM Legal FRE – PO to Addressee
EX	2	N	1U	00	0, 1	G2	0005000	PME 10:30 AM Legal FRE – Hold for Pickup
EX	3	N	1V	00	0, 1	G2	0005000	PME 10:30 AM Padded FRE – PO to Addressee
EX	3	N	1W	00	0, 1	G2	0005000	PME 10:30 AM Padded FRE – Hold for Pickup

Table G–10j.2 Priority Mail Express Open & Distribute (EMOD)

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate (Including Barcoding or Machinability Surcharges)
037-038	372	375	373-374	376-377	500	1.6/1.7 file version detail record 1
3	36	38	37	39	66	2.0 file version detail record 1
EX	O	B	PA	01-09	0, 1	EMOD – NDC Destination
EX	O	F	PA	01-09	0, 1	EMOD – ASF Destination
EX	O	S	PA	01-09	0, 1	EMOD – SCF Destination
EX	O	A	PA	01-09	0, 1	EMOD – ADC Destination
EX	O	D	PA	01-09	0, 1	EMOD – DDU Destination

Table G–10k Parcel Return Service

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate (Including Barcoding or Machinability Surcharges)
037-038	372	375	373-374	376-377	500	1.6/1.7 file version detail record 1
3	36	38	37	39	66	2.0 file version detail record 1
RP	3	S	SP	00	0	RSCF machinable
RP	3	S	BN	00	0	RSCF machinable balloon
RP	5	S	SP	00	0	RSCF nonmachinable
RP	5	S	BN	00	0	RSCF nonmachinable balloon
RP	5	S	OS	00	0	RSCF nonmachinable oversized
RP	3	D	SP	00	0	RDU machinable

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate (Including Barcoding or Machinability Surcharges)
037-038	372	375	373-374	376-377	500	1.6/1.7 file version detail record 1
3	36	38	37	39	66	2.0 file version detail record 1
RP	5	D	SP	00	0	RDU nonmachinable
RP	5	D	OS	00	0	RDU nonmachinable oversized
RP	3	N	SP	01-09	0	Machinable (Parcel Select Ground)
RP	3	N	BN	01-09	0	Machinable balloon (Parcel Select Ground)
RP	5	N	SP	01-09	0	Nonmachinable (Parcel Select Ground)
RP	5	N	BN	01-09	0	Nonmachinable balloon (Parcel Select Ground)
RP	5	N	OS	01-09	0	Nonmachinable oversized (Parcel Select Ground)
MR	1	N	SP	01-09	0, 1	Priority Mail
MR	2	N	SP	01-09	0, 1	Priority Mail
MR	5	N	SP	00, 01-09	0, 1	Priority Mail
MR	5	N	BN	01-04	0, 1	Priority Mail Balloon
MR	5	N	DR	05-09	0, 1	Priority Mail Rectangular Dimensional
MR	5	N	DN	05-09	0, 1	Priority Mail Nonrectangular Dimensional
MR	5	N	FE	00	0, 1	Priority Mail Flat Rate Envelope
MR	5	N	FA	00	0, 1	Priority Mail Legal Flat Rate Envelope
MR	5	N	FP	00	0, 1	Priority Mail Padded Flat Rate Envelope
MR	5	N	FS	00	0, 1	Priority Mail Small Flat Rate Box
MR	5	N	FB	00	0, 1	Priority Mail Medium Flat Rate Box
MR	5	N	PL	00	0, 1	Priority Mail Large Flat Rate Box

Table G–10l First-Class Package International Service

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate
037-038	372	375	373-374	376-377	500	1.7 file version detail record 1
3	36	38	37	39	66	2.0 file version detail record 1
Destination Country Code (record positions 057-058) is required for Price Group calculation						
LC	3	I	SP	00	0	Single-piece package
LC	3	N	SP	00	0	Single-piece package

Table G–10m Priority Mail International

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate
037-038	372	375	373-374	376-377	500	1.7 file version detail record 1

3	36	38	37	39	66	2.0 file version detail record 1
Destination Country Code (record positions 057-058) is required for Price Group calculation						
CP	1	I	SP	00	0	Single-piece letter
CP	1	N	SP	00	0	Single-piece letter
CP	2	I	SP	00	0	Single-piece Large Envelope
CP	2	N	SP	00	0	Single-piece Large Envelope
CP	3	I	SP	00	0	Single-piece parcel
CP	3	N	SP	00	0	Single-piece parcel
CP	5	I	SP	00	0	Single-piece parcel
CP	5	N	SP	00	0	Single-piece parcel
CP	2	I	FE	00	0	Flat Rate Envelope
CP	2	N	FE	00	0	Flat Rate Envelope
CP	2	I	FA	00	0	Legal Flat Rate Envelope
CP	2	N	FA	00	0	Legal Flat Rate Envelope
CP	3	I	FP	00	0	Padded Flat Rate Envelope
CP	3	N	FP	00	0	Padded Flat Rate Envelope
CP	3	I	FS	00	0	Small Flat Rate Box
CP	3	N	FS	00	0	Small Flat Rate Box
CP	3	I	FB	00	0	Medium Flat Rate Box
CP	3	N	FB	00	0	Medium Flat Rate Box
CP	3	I	PL	00	0	Large Flat Rate Box
CP	3	N	PL	00	0	Large Flat Rate Box
CP	3	I, N	IA	00	0	Regional Rate Box A
CP	3	I, N	IB	00	0	Regional Rate Box B

Table G–10n Priority Mail Express International

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate
037-038	372	375	373-374	376-377	500	1.7 file version detail record 1
3	36	38	37	39	66	2.0 file version detail record 1
Destination Country Code (record positions 057-058) is required for Price Group calculation						
IE	1	I	PA	00	0	Single-piece letter
IE	1	N	PA	00	0	Single-piece letter
IE	2	I	PA	00	0	Single-piece Large Envelope
IE	2	N	PA	00	0	Single-piece Large Envelope
IE	3	I	PA	00	0	Single-piece parcel
IE	3	N	PA	00	0	Single-piece parcel
IE	5	I	PA	00	0	Single-piece parcel
IE	5	N	PA	00	0	Single-piece parcel

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate
037-038	372	375	373-374	376-377	500	1.7 file version detail record 1
3	36	38	37	39	66	2.0 file version detail record 1
IE	2	I	E4	00	0	Flat Rate Envelope
IE	2	N	E4	00	0	Flat Rate Envelope
IE	2	I	E6	00	0	Legal Flat Rate Envelope
IE	2	N	E6	00	0	Legal Flat Rate Envelope
IE	**2**	I	FP	00	0	Padded Flat Rate Envelope
IE	**2**	N	FP	00	0	Padded Flat Rate Envelope

Table G–10o Global Express Guaranteed

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate
037-038	372	375	373-374	376-377	500	1.7 file version detail record 1
3	36	38	37	39	66	2.0 file version detail record 1
Destination Country Code (record positions 057-058) is required for Price Group calculation						
PG	1	I, N	SP	00	0	Single-piece letter
PG	2	I, N	SP	00	0	Single-piece Large Envelope
PG	2	I, N	LE	00	0	Single-piece Legal Envelope
PG	3, 5	I, N	SP	00	0	Single-piece parcel

Appendix H: Priority Mail Express in eVS

Priority Mail Express in eVS®

This provides a quick reference for customers who want to mail Priority Mail Express in eVS:

- Use file version 1.6 or higher.
- Place the appropriate Rate Ingredients in the file (see Table G-10j.1).
- Create labels that match the manifest files following the label specifications.
- Present 3152E at the time of mailing.

Waiver of Signature and Signature Required Manifest and Label Changes. Effective January 22, 2012, the Postal Service changed the Priority Mail Express signature waiver standard for domestic items. In the Waiver of Signature field, the former default value of 'N' is now set to 'Y' with the required label endorsement. Manifest mailers have until February 1, 2013 to upgrade their systems

- When signature waiver is requested, the shipping label is required to contain the 'WAIVER OF SIGNATURE' endorsement.
- When a signature is requested, the shipping label must contain the 'SIGNATURE REQUIRED' endorsement.
- Priority Mail Express Hold For Pickup service always requires the signature of the addressee or addressee's agent. Therefore, Priority Mail Express Hold For Pickup shipments should always reflect 'SIGNATURE REQUIRED' on the label and in the electronic file.

- Priority Mail Express does not allow signature waiver for insured pieces. The shipping label must contain the 'SIGNATURE REQUIRED' endorsement.

2-digit Service Type Codes

Class of Mail Code	Service Type Code	Mail Class and Subclass	Other or Extra Service	Human Readable Text Above GS1-128 Barcode
EX	40	Priority Mail Express	None	ZIP – USPS PRIORITY MAIL EXPRESS eVS USPS PRIORITY MAIL EXPRESS eVS
EX	43	Priority Mail Express	Insured (Value> $100)	ZIP – USPS PRIORITY MAIL EXPRESS eVS USPS PRIORITY MAIL EXPRESS eVS

Extra Service Code 1st,2nd,3rd (080-081, 087-088, 094-095): The following Extra Service Code can be used with Priority Mail Express: '19': Priority Mail Express Insurance (Domestic)

3-digit Service Type Codes

3-digit STC	Mail Class and Extra Services Description	Class of Mail	Human Readable Text Above GS1-128 Barcode	1st Extra Service Code	2nd Extra Service Code	3rd Extra Service Code
655	Priority Mail Express PO-Add with Adult Signature Return Receipt	EX	USPS ADULT SIGNATURE eVS	922	955	
656	Priority Mail Express PO-Add with Adult	EX	USPS ADULT SIG/RESTR DEL eVS	923	955	

	Signature Restricted Delivery Return Receipt					
657	Priority Mail Express with Adult Signature Return Receipt Hold For Pickup	EX	USPS ADULT SIGNATURE eVS	922	955	985
658	Priority Mail Express with Adult Signature Restricted Delivery Return Receipt Hold For Pickup	EX	USPS ADULT SIG/RESTR DEL eVS	923	955	985
701	Priority Mail Express PO-Addressee Signature Waived	EX	USPS TRACKING # eVS	986		
712	Priority Mail Express PO-Add with Insurance	EX	USPS TRACKING # eVS	925		
713	**Priority Mail Express PO-Add with Insurance, Return Receipt**	**EX**	**USPS SIGNATURE TRACKING # eVS**	**925**	**955**	**986**
714	Priority Mail Express Post Office-Addressee: COD	EX	USPS COD SIGNATURE TRACKING # eVS	915	986	
716	Priority Mail Express – Hold For Pickup	EX	USPS TRACKING # eVS			
717	Priority Mail Express – Hold For Pickup Return Receipt	EX	USPS SIGNATURE TRACKING # eVS	955	985	
718	Priority Mail Express - HFP with Insurance	EX	USPS TRACKING # eVS	925		
719	Priority Mail Express - Hold For Pickup with Insurance Return Receipt	EX	USPS SIGNATURE TRACKING # eVS	925	955	985
724	Priority Mail Express with Adult Signature	EX	USPS ADULT SIGNATURE eVS	922		
725	Priority Mail Express with Adult Signature Restricted Delivery	EX	USPS ADULT SIGNATURE/RESTR DEL eVS	923		
726	Priority Mail Express with Adult Signature and Extra Insurance	EX	USPS ADULT SIGNATURE eVS	922	925	
727	Priority Mail Express with Adult Signature Restricted Delivery and Extra Insurance	EX	USPS ADULT SIGNATURE/RESTR DEL eVS	923	925	
730	**Priority Mail Express with Adult Signature Restricted Delivery and Hold for Pickup**	**EX**	**USPS ADULT SIGNATURE/RESTR DEL eVS**	**923**	**985**	
732	**Priority Mail Express with Adult Signature Restricted Delivery Extra Insurance and Hold for Pickup**	**EX**	**USPS ADULT SIGNATURE/RESTR DEL eVS**	**923**	**925**	**985**

Additional Detail Record 2 values for Priority Mail Express PICs using file version 1.6 or 1.7:

Waiver of Signature (504): Default value is 'Y'.

Manifest Rate Ingredients
Priority Mail Express:

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	1.6/1.7 file version detail record 1
EX	2	N	E3	00	0, 1	Flat Rate Envelope – Hold for Pickup
EX	2	N	E4	00	0, 1	Flat Rate Envelope – PO to Addressee
EX	2	N	E5	00	0, 1	Legal Flat Rate Envelope – Hold for Pickup
EX	2	N	E6	00	0, 1	Legal Flat Rate Envelope – PO to Addressee
EX	2	N	E7	00	0, 1	Legal FRE – Sunday/Holiday Delivery
EX	3	N	FE	00	0, 1	Padded Flat Rate Envelope – Hold for Pickup
EX	3	N	FP	00	0, 1	Padded Flat Rate Envelope – PO to Addressee
EX	5	N	PA	01-09	0, 1	Single Piece – PO to Addressee
EX	5	N	PP	01-09	0, 1	Single Piece – Hold for Pickup

Priority Mail Express 10:30 AM

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Discount and Surcharge	Discount or Surcharge Amount	Rate (Including Barcoding or Machinability Surcharges)
3	36	38	37	39	66	D: 59 S: 57	D: 60 S: 58	2.0 file version detail record 1
037-038	372	375	373-374	376-377	500	D:470-471 S: 461-462	D:472-478 S: 463-469	1.6/1.7 file version detail record 1
EX	5	N	1J	00-09	0, 1	G2	0005000	PME 10:30 AM Single Piece – Hold for Pickup
EX	2	N	1K	00	0, 1	G2	0005000	PME 10:30 AM Flat Rate Envelope – Hold for Pickup
EX	5	N	1L	01-09	0, 1	G2	0005000	PME 10:30 AM Single Piece – PO to Addressee
EX	2	N	1M	00	0, 1	G2	0005000	PME 10:30 AM Flat Rate Envelope – PO to Addressee
EX	2	N	1T	00	0, 1	G2	0005000	PME 10:30 AM Legal FRE – PO to Addressee
EX	2	N	1U	00	0, 1	G2	0005000	PME 10:30 AM Legal FRE – Hold for Pickup
EX	3	N	1V	00	0, 1	G2	0005000	PME 10:30 AM Padded FRE – PO to Addressee
EX	3	N	1W	00	0, 1	G2	0005000	PME 10:30 AM Padded FRE – Hold for Pickup

Note: The barcode labels depicted in this section are for *illustration* purposes only.

E	PRIORITY MAIL EXPRESS U.S. POSTAGE PAID COMPANY NAME eVS

USPS PRIORITY MAIL EXPRESS ®

INTERNET SALES DEPT
FAST AND EFFICIENT SUPPLY CO.
10474 COMMERCE BLVD DUPLEX B
SILVER SPRING MD 20910-9999

WAIVER OF SIGNATURE

RONALD RECEIVER
C/O RICK RECIPIENT
INTERNET PURCHASING OFFICE - WEST
BIG AND GROWING BUSINESS CO.
1441 E BUCKEYE RD
PHOENIX AZ 85036-9999

USPS TRACKING # eVS

9270 1912 3456 7800 0615 06

E	PRIORITY MAIL EXPRESS U.S. POSTAGE PAID COMPANY NAME eVS

USPS PRIORITY MAIL EXPRESS ®

INTERNET SALES DEPT
FAST AND EFFICIENT SUPPLY CO.
10474 COMMERCE BLVD DUPLEX B
SILVER SPRING MD 20910-9999

SIGNATURE REQUIRED

RONALD RECEIVER
C/O RICK RECIPIENT
INTERNET PURCHASING OFFICE - WEST
BIG AND GROWING BUSINESS CO.
1441 E BUCKEYE RD
PHOENIX AZ 85036-9999

USPS SIGNATURE TRACKING # eVS

9281 7912 3456 7800 0615 04

Appendix I: Priority Mail Express Open and Distribute in eVS

Priority Mail Express Open and Distribute (EMOD) in eVS®

Priority Mail Express Open and Distribute is a premium service that allows mailers to expedite movement of shipments of any class or subclass of mail between the acceptance unit and domestic postal facilities using Priority Mail Express. Once received at the destination facility, the container address label barcode is scanned and the enclosed mail is processed appropriately for the mail class.

This provides a quick reference for customers who want to mail EMOD using eVS:

- Customers using eVS for postage payment must use barcode symbology GS1-128 and the human-readable text "USPS SCAN ON ARRIVAL eVS" above the barcode.
- Assign an Intelligent Mail Package Barcode (IMpb) with the correct 3-digit Service Type Code (STC) for each EMOD container.
- Create an eVS manifest using file version 1.6, 1.7, or 2.0 (see Pub. 199).
- Place the appropriate Rate Ingredients in the file (see Table G-10j.2).
- Create labels that match the manifest files following the label specifications.
- Generate a PS 3152E to obtain Start the Clock information for the EMOD container only.
- Label the EMOD container with the appropriate tags as identified in the DMM.

For Priority Mail Express Open and Distribute (EMOD) mailings postage is paid based on the weight of the entire contents of the EMOD container and is zone priced from the physical address of the accepting Post Office to the physical address of the destination facility. Mailers prepare EMOD shipments according to standards for the enclosed class of mail and present their shipments for acceptance using the electronic format on address labels in accordance with requirements in Publication 199, *Intelligent Mail Package Barcode (IMpb) Implementation Guide for Confirmation Services and Electronic Verification System (eVS) Mailers,*

Note: Dimensional weight does not apply to EMOD.

3-digit Service Type Codes

3-digit Service Type Code	Mail Class and Extra Services Description	Class of Mail	Human Readable Text Above GS1-128 Barcode	1st Extra Service Code
723	Priority Mail Express Open & Distribute/EMOD	EX	USPS SCAN ON ARRIVAL eVS	430

Priority Mail Express Open and Distribute (EMOD)

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate
EX	O	B	PA	01-09	0	EMOD – NDC destination
EX	O	B	PA	01-09	1	EMOD – NDC destination
EX	O	F	PA	01-09	0	EMOD – ASF Destination
EX	O	F	PA	01-09	1	EMOD – ASF Destination
EX	O	S	PA	01-09	0	EMOD –SCF destination
EX	O	S	PA	01-09	1	EMOD –SCF destination
EX	O	A	PA	01-09	0	EMOD – ADC Destination
EX	O	A	PA	01-09	1	EMOD – ADC Destination
EX	O	D	PA	01-09	0	EMOD – DDU destination
EX	O	D	PA	01-09	1	EMOD – DDU destination

The appropriate USPS approved EMOD, container, tag and label will be used in accordance with DMM 705.16.5.

Mail enclosed in the EMOD container must meet the eligibility and preparation standards for the class and price.

Note: The barcode label depicted in this section is for *illustration* purposes only.

```
┌─────────────────────────────────────────────┐
│  E            ┌──────────────────────┐       │
│               │ PRIORITY MAIL EXPRESS│       │
│               │  U.S. POSTAGE PAID   │       │
│               │        ABC           │       │
│               │        eVS           │       │
│               └──────────────────────┘       │
│  ─────────────────────────────────────       │
│       PRIORITY MAIL EXPRESS                   │
│  ─────────────────────────────────────       │
│  ABC Company                                  │
│  11111 Universal Way                          │
│  East Windsor CT  06088                       │
│                                               │
│       OPEN AND DISTRIBUTE AT:                 │
│       NDC WASHINGTON DC 20799                 │
│                                               │
│  MAIL CLASS ENCLOSED: STANDARD MAIL PARCELS   │
│  ─────────────────────────────────────       │
│       USPS SCAN ON ARRIVAL eVS                │
│                                               │
│       ║║│║│║║║│║║│║║║│║│║║│║║│                 │
│                                               │
│       9272 3123 4567 8912 3456 74             │
│  ─────────────────────────────────────       │
│                                               │
│                                               │
└─────────────────────────────────────────────┘
```

Priority Mail Express Open and Distribute service provides the date, time, city, state, and ZIP Code of the location where the container was received. Mailers should expect to see a scan event, "Received at Opening Unit," for their Priority Mail Express Open and Distribute containers. The container may also be tracked using the Postal Service Track & Confirm Web site at *www.usps.com;* click *Track & Confirm.*

Specifications for barcodes, electronic files, and certification, are included in Publication 199, *Intelligent Mail Package Barcode (IMpb) Implementation Guide for Confirmation Services and Electronic Verification System (eVS) Mailers,*

Appendix J: Priority Mail Open and Distribute in eVS

PMOD in eVS®

This provides a quick reference for customers who want to mail PMOD in eVS:

- Create an eVS manifest using file version 1.6, 1.7, or 2.0 (see Pub. 199).

- Place the appropriate Rate Ingredients in the file (see Table G-10b.3 or G-10b.4).

- Create labels that match the manifest files following the label specifications.

- PS 3152 must be created by the mailer to obtain Start the Clock information for the PMOD container only.

For Priority Mail Open and Distribute (PMOD) mailings postage is paid based on the weight of the entire contents of the PMOD container and is zone priced from the accepting Post Office to the destination facility for the container (not the destination Post Office for the enclosed mail). Mailers prepare PMOD shipments according to standards for the enclosed class of mail and present their shipments for acceptance using the electronic format on address labels in accordance with requirements in Publication 199, *Intelligent Mail Package Barcode (IMpb) Implementation Guide for Confirmation Services and Electronic Verification System (eVS) Mailers.*

Note: Dimensional weight does not apply to PMOD.

2-digit Service Type Codes

Class of Mail Code	Service Type Code	Mail Class and Subclass	Other or Extra Service	Human Readable Text Above GS1-128 Barcode
PM	55	Priority Mail Open and Distribute (PMOD)	None	ZIP - USPS SCAN ON ARRIVAL eVS USPS SCAN ON ARRIVAL eVS

3-digit Service Type Codes

3-digit Service Type Code	Mail Class and Extra Services Description	Class of Mail	Human Readable Text Above GS1-128 Barcode	1st Extra Service Code (399-401)
123	Priority Mail Open & Distribute/PMOD	PM	ZIP - USPS SCAN ON ARRIVAL eVS USPS SCAN ON ARRIVAL eVS	430

Priority Mail Open and Distribute (PMOD)

Mail Class	Processing Category	Destination Rate Indicator	Rate Indicator	Zone	Parcel Routing Barcode	Rate
PM	O	B	SP	01-09	0	PMOD – NDC destination
PM	O	B	SP	01-09	1	PMOD – NDC destination
PM	O	D	SP	01-09	0	PMOD – DDU destination
PM	O	D	SP	01-09	1	PMOD – DDU destination
PM	O	S	SP	01-09	0	PMOD –SCF destination
PM	O	S	SP	01-09	1	PMOD –SCF destination
PM	O	A	SP	01-09	0	PMOD –ADC destination
PM	O	A	SP	00	1	PMOD –ADC destination
PM	O	A	SP	01-09	1	PMOD –ADC destination
PM	O	F	SP	01-09	0	PMOD –ASF destination
PM	O	F	SP	01-09	1	PMOD –ASF destination

The appropriate USPS –approved/provided PMOD, container, tag and label will be used in accordance with DMM 705.16.5; Tag 161, Tag 190 or Label 23.

Mail enclosed in the PMOD container must meet the eligibility and preparation standards for the class and price.

eVS requires the standardized GS1-128 symbology for the barcodes that identify every eVS package and meet all the required elements. Each barcode used for eVS must display human-readable text above and below the actual barcode to identify the service requested and to provide a numeric representation of the barcode.

P

PRIORITY MAIL
U.S. POSTAGE PAID
COMPANY NAME
eVS

USPS PRIORITY MAIL ®

ABC COMPANY
111 UNIVERSAL WAY
EAST WINDSOR CT 06088

OPEN AND DISTRIBUTE AT:
NDC WASHINGTON DC 20799

MAIL CLASS ENCLOSED: STANDARD MAIL PARCELS

USPS SCAN ON ARRIVAL eVS

9212 3912 3456 7800 7110 05

Appendix K: Postage Payment Extract

This section describes the process and file format specifications for the postage payment extract files created to provide status and payment information feedback to the eVS/PRS mailers.

Payment Extract

Extract Data Record Formats

eVS will provide an extract file containing all header records submitted by the mailer along with the associated detail records. Multiple header records may be combined in a single extract file. A partial group of detail records associated with a single header record may also be sent in multiple extract files. This grouping may not match the consolidated manifest files submitted by the mailer due to the timing and processing of the manifest data by the tracking and payment systems. Mailers may indicate their preference (set in Program Registration) to receive…

1. No payment extract
2. Complete payment extract
3. Partial payment extract (without any postage fields)

The payment extract files will contain all rate ingredients reflecting any updates or changes made by eVS along with the postage rate calculated and charged by eVS. The payment life cycle in eVS typically processes the payment for all manifest data received as a one step process. Hence a single payment extract reflecting the payment status of 'PROCESSED' will be generated by eVS. However, in exceptional scenarios, the payment process may involve multiple or interim steps (i.e. ERROR, PENDING, CLOSED). In these exceptional scenarios, multiple payment extracts may be generated by eVS any time a change in status occurs for payment of specific detail records.

Table K-1 Postage Payment Extract File Format v1.1

Position #	Field Name	Format / Max Size	Description	Example
**Payment Extract File Format v1.1 - Payment Extract Header Line, comma delimited**
1	Record Type	Alphanumeric (2)	Record Type	H1
	Delimiter	Alphanumeric (1)	Comma	,
2	File Version Number	Alphanumeric(3)	Version Control Number	1.0
	Delimiter	Alphanumeric (1)	Comma	,
3	Transaction ID	Alphanumeric (12)	Transaction ID from the Manifest File YYYYMMDD####	200911060001
	Delimiter	Alphanumeric (1)	Comma	,
4	EFN (Main Header Record)	Alphanumeric (34)	EFN of first header record processed in the batched files	9275001010101010000000121 (V1.6 or V1.7)
	Delimiter	Alphanumeric (1)	Comma (,)	
5	EFN (Sub Header Record)	Alphanumeric (34)	EFN of header record associated with detail record	9275001010101010000000121 (V1.6 or V1.7)
	Delimiter	Alphanumeric (1)	Comma (,)	
6	Mailing Date/Time	Alphanumeric (14)	Mailing Date/Time from the Manifest File	YYYYMMDDHHMISS
	Delimiter	Alphanumeric (1)	Comma (,)	
7	Processing Date/Time	Alphanumeric (14)	Date/Time when manifest file was processed by the payment system.	YYYYMMDDHHMISS
	Delimiter	Alphanumeric (1)	Comma (,)	
8	Entry Facility ZIP	Alphanumeric (5)	Entry Facility ZIP Code from the Manifest File	22201
	Delimiter	Alphanumeric (1)	Comma (,)	
9	Entry Facility ZIP+4	Alphanumeric (4)	Entry Facility ZIP+4 Code from the Manifest File	9998
**Payment Extract File Format v1.1 - Payment Extract Detail Line, comma delimited**

Appendix K: Postage Payment Extract

Position #	Field Name	Format / Max Size	Description/	Example
1	Record Type	Alphanumeric (2)	D1	
	Delimiter	Alphanumeric (1)	Comma (,)	
2	PIC	Alphanumeric (34)	IMpb on package	9202302020202010000001161 (V1.6 or V1.7)
	Delimiter	Alphanumeric (1)	Comma (,)	
3	Mail Class	Alphanumeric (2)		PM etc.
	Delimiter	Alphanumeric (1)	Comma (,)	
4	Processing Category	Alphanumeric (1)		3 (Machinable) etc.
	Delimiter	Alphanumeric (1)	Comma (,)	
5	Weight	Numeric (9)	Defined as 99999.9999	14.3 lbs entered as 000143000
	Delimiter	Alphanumeric (1)	Comma (,)	
6	Dim Weight	Numeric (6)	Defined as 9999.99	7.88 lbs entered as 000788
	Delimiter	Alphanumeric (1)	Comma (,)	
7	Length	Numeric (5)	Defined as 999.99	30.25 entered as 03025
	Delimiter	Alphanumeric (1)	Comma (,)	
8	Width	Numeric (5)	Defined as 999.99	12.75 entered as 01275
	Delimiter	Alphanumeric (1)	Comma (,)	
9	Height	Numeric (5)	Defined as 999.99	2.50 entered as 00250
	Delimiter	Alphanumeric (1)	Comma (,)	
10	Package Destination ZIP	Alphanumeric (5)		22201
	Delimiter	Alphanumeric (1)	Comma (,)	
11	Destination ZIP+4	Alphanumeric (4)		1234
	Delimiter	Alphanumeric (1)	Comma (,)	
12	Destination Rate Indicator	Alphanumeric (1)		'D' – DDU etc.
	Delimiter	Alphanumeric (1)	Comma (,)	
13	Rate Indicator	Alphanumeric (2)		SP
	Delimiter	Alphanumeric (1)	Comma (,)	
14	Zone	Alphanumeric (2)		Zone 3 entered as 03
	Delimiter	Alphanumeric (1)	Comma (,)	
15	Postal Routing Barcode	Numeric (1)		0 no barcode etc.
	Delimiter	Alphanumeric (1)	Comma (,)	
16	Extra Service Code- 1st Service	Alphanumeric (3)		01
	Delimiter	Alphanumeric (1)	Comma (,)	
17	Fee for Extra Service Code- 1st Service	Numeric (6)	Defined as 9999.99	$0.19 entered as 000019
	Delimiter	Alphanumeric (1)	Comma (,)	
18	Extra Service Code- 2nd Service	Alphanumeric (3)		915
	Delimiter	Alphanumeric (1)	Comma (,)	
19	Fee for Extra Service Code- 2nd Service	Numeric (6)	Defined as 9999.99	$1.40 entered as 000140
	Delimiter	Alphanumeric (1)	Comma (,)	
20	Extra Service Code- 3rd Service	Alphanumeric (3)		935
	Delimiter	Alphanumeric (1)	Comma (,)	

Payment Extract File Format v1.1 - Payment Extract Detail Line, comma delimited

Position #	Field Name	Format / Max Size	Description/	Example
21	Fee for Extra Service Code- 3rd Service	Numeric (6)	Defined as 9999.99	$1.40 entered as 000140
	Delimiter	Alphanumeric (1)	Comma (,)	
22	Discount Type	Alphanumeric (2)		D1
	Delimiter	Alphanumeric (1)	Comma (,)	
23	Discount Amount	Numeric (7)	Defined as 9999.999	$1.656 entered as 0001656
	Delimiter	Alphanumeric (1)	Comma (,)	
24	Surcharge Type	Alphanumeric (2)		N1
	Delimiter	Alphanumeric (1)	Comma (,)	
25	Surcharge Amount	Numeric(7)	Defined as 9999.999	$1.656 entered as 0001656
	Delimiter	Alphanumeric (1)	Comma (,)	
26	Customer Reference Number[1]	Alphanumeric (30)	Customer's Internal Reference Number	
	Delimiter	Alphanumeric (1)	Comma (,)	
Fields 27 through 31 are not included in the partial payment extract.				
27	Price Type (Commercial, Commercial Plus etc)	Alphanumeric(3)		'P' – Published 'CB' – Commercial Base (For PM/EX) 'CP' – Commercial Plus (For PM/EX) ' 'CPC' – Commercial Plus Cubic (For PM) 'C' - Contract
	Delimiter	Alphanumeric (1)	Comma (,)	
28	Mailer Postage	Numeric(7)	Defined as 9999.999	$5.69 entered as 0005690
	Delimiter	Alphanumeric (1)	Comma (,)	
29	USPS Calculated Manifest Postage	Numeric(7)	Defined as 9999.999	$5.69 entered as 0005690
	Delimiter	Alphanumeric (1)	Comma (,)	
30	Payment Status	Alphanumeric (20)		'PROCESSED' 'PENDING' 'ERROR' 'CLOSED'
	Delimiter	Alphanumeric (1)	Comma (,)	
31	CAPS Transaction ID	Alphanumeric (19)		'2010032217250900M2'

File naming convention:
The payment system (eVS) will generate the payment extract files using the following naming convention. These files will be sent to the tracking system (PTR) to be forwarded on to the appropriate mailers. The file names received by the mailers may not match this convention depending on the data exchange interface (SFTP, EDI, etc.) used for the transfer.

File Type v1.1	*Naming Standard/Example*	*Corresponding PTR Manifest file*
eVS Postage Extract - Complete	eVSPaymentComplete-MID-YYYYMMDD######.pse example: eVSPaymentComplete-010101010-20091028123456.pse	PTRManifest-20091028123456.raw PTRManifest-20091028123456.cew

Sample File v1.1
eVS Postage Extract – Complete

---

[1] Customer Reference Number field was added with eVS Data Extracts version 1.1.

H1,1.0,201004280001,915001010101010050403731,915001010101010050403731,20100428094800,20100428
181032,22201,9998
D1,9156010101010131776161,EX,2,000010000,000000,000000,000000,000000,22201,1234,N,E3,00,0,,0
00000,,000000,,000000,,0000000,,0000000,C,0016630,0016630,PROCESSED,2010032217250900ME
D1,9156010101010131345616,FC,3,000001000,000000,000000,000000,000000,22201,1234,N,SP,00,1,,0
00000,,000000,,000000,,0000000,,0000000,0123456789,P,0001460,0001560,ERROR

Table K-2 Postage Payment Extract File Format v2.0

Position #	Field Name	Format / Max Size	Description	Example
**Payment Extract File Format v2.0 - Payment Extract Header Line, comma delimited**			
1	Record Type	Alphanumeric (2)	H1	
	Delimiter	Alphanumeric (1)	Comma (,)	
2	File Version Number	Alphanumeric(3)	Version Control Number	2.0
	Delimiter	Alphanumeric (1)	Comma (,)	
3	Transaction ID	Alphanumeric (12)	Transaction ID from the Manifest File	YYYYMMDD####, 200911060001
	Delimiter	Alphanumeric (1)	Comma (,)	
4	EFN (Main Header Record)	Alphanumeric (34)	EFN of first header record processed in the batched files	9275001010101010100000000121 (V1.6 or V1.7)
	Delimiter	Alphanumeric (1)	Comma (,)	
5	EFN (Sub Header Record)	Alphanumeric (34)	EFN of header record associated with detail record	9275001010101010100000000121 (V1.6 or V1.7)
	Delimiter	Alphanumeric (1)	Comma (,)	
6	Mailing Date/Time	Alphanumeric (14)	Mailing Date/Time from the Manifest File	YYYYMMDDHHMISS
	Delimiter	Alphanumeric (1)	Comma (,)	
7	Processing Date/Time	Alphanumeric (14)	Date/Time when manifest file was processed by the payment system.	YYYYMMDDHHMISS
	Delimiter	Alphanumeric (1)	Comma (,)	
8	Entry Facility ZIP	Alphanumeric (5)	Entry Facility ZIP Code from the Manifest File	22201
	Delimiter	Alphanumeric (1)	Comma (,)	
9	Entry Facility ZIP+4	Alphanumeric (4)	Entry Facility ZIP+4 Code from the Manifest File	9998

Position #	Field Name	Format / Max Size	Description/	Example
**Payment Extract File Format v2.0 - Payment Extract Detail Line, comma delimited**			
1	Record Type	Alphanumeric (2)	D1	
	Delimiter	Alphanumeric (1)	Comma (,)	
2	PIC	Alphanumeric (34)	IMpb or legacy barcode on package	9202302020202010000000001161
	Delimiter	Alphanumeric (1)	Comma (,)	
3	Mail Class	Alphanumeric (2)		PM etc.
	Delimiter	Alphanumeric (1)	Comma (,)	
4	Processing Category	Alphanumeric (1)		3 (Machinable) etc.
	Delimiter	Alphanumeric (1)	Comma (,)	
5	Weight	Numeric (9)	Defined as 99999.9999	14.3 lbs entered as 000143000
	Delimiter	Alphanumeric (1)	Comma (,)	
6	Dim Weight	Numeric (6)	Defined as 9999.99	7.88 lbs entered as 000788
	Delimiter	Alphanumeric (1)	Comma (,)	
7	Length	Numeric (5)	Defined as 999.99	30.25 entered as 03025

Payment Extract File Format v2.0 - Payment Extract Detail Line, comma delimited

Position #	Field Name	Format / Max Size	Description/	Example
	Delimiter	Alphanumeric (1)	Comma (,)	
8	Width	Numeric (5)	Defined as 999.99	12.75 entered as 01275
	Delimiter	Alphanumeric (1)	Comma (,)	
9	Height	Numeric (5)	Defined as 999.99	2.50 entered as 00250
	Delimiter	Alphanumeric (1)	Comma (,)	
10	Package Destination ZIP	Alphanumeric (5)		22201
	Delimiter	Alphanumeric (1)	Comma (,)	
11	Destination ZIP+4	Alphanumeric (4)		1234
	Delimiter	Alphanumeric (1)	Comma (,)	
12	Destination Rate Indicator	Alphanumeric (1)		'D' – DDU etc.
	Delimiter	Alphanumeric (1)	Comma (,)	
13	Rate Indicator	Alphanumeric (2)		SP
	Delimiter	Alphanumeric (1)	Comma (,)	
14	Zone	Alphanumeric (2)		Zone 3 entered as 03
	Delimiter	Alphanumeric (1)	Comma (,)	
15	Postal Routing Barcode	Numeric (1)		0 no barcode etc.
	Delimiter	Alphanumeric (1)	Comma (,)	
16	Extra Service Code- 1st Service	Alphanumeric (3)		01
	Delimiter	Alphanumeric (1)	Comma (,)	
17	Fee for Extra Service Code- 1st Service	Numeric (6)	Defined as 9999.99	$0.19 entered as 000019
	Delimiter	Alphanumeric (1)	Comma (,)	
18	Extra Service Code- 2nd Service	Alphanumeric (3)		915
	Delimiter	Alphanumeric (1)	Comma (,)	
19	Fee for Extra Service Code- 2nd Service	Numeric (6)	Defined as 9999.99	$1.40 entered as 000140
	Delimiter	Alphanumeric (1)	Comma (,)	
20	Extra Service Code- 3rd Service	Alphanumeric (3)		935
	Delimiter	Alphanumeric (1)	Comma (,)	
21	Fee for Extra Service Code- 3rd Service	Numeric (6)	Defined as 9999.99	$1.40 entered as 000140
	Delimiter	Alphanumeric (1)	Comma (,)	
22	Extra Service Code- 4th Service	Alphanumeric (3)		940
	Delimiter	Alphanumeric (1)	Comma (,)	
23	Fee for Extra Service Code- 4th Service	Numeric (6)	Defined as 9999.99	$0.19 entered as 000019
	Delimiter	Alphanumeric (1)	Comma (,)	
24	Extra Service Code- 5th Service	Alphanumeric (3)		950
	Delimiter	Alphanumeric (1)	Comma (,)	
25	Fee for Extra Service Code- 5th Service	Numeric (6)	Defined as 9999.99	$0.19 entered as 000019
	Delimiter	Alphanumeric (1)	Comma (,)	
26	Destination Country Code	Alphanumeric (2)		CH
	Delimiter	Alphanumeric (1)	Comma (,)	

Appendix K: Postage Payment Extract

Payment Extract File Format v2.0 - Payment Extract Detail Line, comma delimited

Position #	Field Name	Format / Max Size	Description/	Example
27	Foreign Postal Code	Alphanumeric (10)		A0A9A0
	Delimiter	Alphanumeric (1)	Comma (,)	
28	Customer Reference Number 2	Alphanumeric (30)	Customer's 2nd Internal Reference Number	30567898765
	Delimiter	Alphanumeric (1)	Comma (,)	
29	Discount Type	Alphanumeric (2)		D1
	Delimiter	Alphanumeric (1)	Comma (,)	
30	Discount Amount	Numeric (7)	Defined as 9999.999	$1.656 entered as 0001656
	Delimiter	Alphanumeric (1)	Comma (,)	
31	Surcharge Type	Alphanumeric (2)		N1
	Delimiter	Alphanumeric (1)	Comma (,)	
32	Surcharge Amount	Numeric(7)	Defined as 9999.999	$1.656 entered as 0001656
	Delimiter	Alphanumeric (1)	Comma (,)	
33	Customer Reference Number	Alphanumeric (30)	Customer's Internal Reference Number	
	Delimiter	Alphanumeric (1)	Comma (,)	
Fields 34 through 38 are not included in the partial payment extract.				
34	Price Type (Commercial, Commercial Plus etc)	Alphanumeric(3)		'P' – Published 'CB' – Commercial Base (For PM/EX) 'CP' – Commercial Plus (For PM/EX) 'CPC' – Commercial Plus Cubic (For PM) 'C' - Contract
	Delimiter	Alphanumeric (1)	Comma (,)	
35	Mailer Postage	Numeric(7)	Defined as 9999.999	$5.69 entered as 0005690
	Delimiter	Alphanumeric (1)	Comma (,)	
36	USPS Calculated Manifest Postage	Numeric(7)	Defined as 9999.999	$5.69 entered as 0005690
	Delimiter	Alphanumeric (1)	Comma (,)	
37	Payment Status	Alphanumeric (20)		'PROCESSED' 'PENDING' 'ERROR' 'CLOSED'
	Delimiter	Alphanumeric (1)	Comma (,)	
38	CAPS Transaction ID	Alphanumeric (19)		'2010032217250900M2'

File naming convention:
The payment system (eVS) will generate the payment extract files using the following naming convention. These files will be sent to the tracking system (PTR) to be forwarded on to the appropriate mailers. The file names received by the mailers may not match this convention depending on the data exchange interface (SFTP, EDI, etc.) used for the transfer.

File Type v2.0	*Naming Standard/Example*	*Corresponding PTR Manifest file*
eVS Postage Extract	eVSPaymentComplete-MID-YYYYMMDD######.pse example: eVSPaymentComplete-010101010-20091028123456.pse	PTRManifest-20091028123456.raw PTRManifest-20091028123456.cew

Sample File v2.0

eVS Postage Extract – Complete
H1,2.0,201004280001,915001010101010050403731,915001010101010050403731,20100428094800,20100428
181032,22201,1234
D1,9156010101010131776161,EX,2,000010000,000000,000000,000000,000000,22201,1234,N,E3,00,0,,0
00000,,000000,,000000,,000000,,000000,JP,A0A9A0,30567898765,,0000000,,0000000,C,0016630,0016630,PROCESSED,201003221725090M,
D1,9156010101010131345616,FC,3,000001000,000000,000000,000000,000000,22201,1234,N,SP,00,1,,0
00000,,000000,,000000,,000000,,000000,LP,A0A9A4,30567898766,,0000000,,0000000,P,0001460,0001560,ERROR,,

Appendix L: Monthly Reconciliation Extract

This section describes the process and file format specifications for the new reconciliation extract files being developed to provide status and payment information to the eVS/PRS mailers for proposed and actual monthly adjustments.

Monthly Reconciliation Extract

Reconciliation Extract Data Record Formats
eVS will provide a new extract file containing all pending adjustments for the mailer as a result of eVS monthly reconciliation procedures. Each extract file will contain the data for a pending adjustment including a Header Record (H1) summarizing the pending adjustment, a Summary Record (S1) describing the type of adjustment, and one to many Detail Records (D1) for individual PICs identified in the adjustment, if applicable.

Extracts are generated only if an adjustment is pending for that type of additional postage. eVS will generate reconciliation extracts at three milestones in the monthly reconciliation period:
- o Proposed Adjustment – *Notice (N)* – 1st of the month (end of the mailing month)
- o Pending Adjustment – *Interim (I)* – 11th of the month (end of the mailer reconciliation period)
- o Actual Adjustment – *Advice (A)* – 21st of the month/transaction date (adjustment processed)

Each adjustment file created will follow this eVS naming convention (no-spaces): eVSReconciliationExtract-9-digit Master MID-8-digit Date (YYYYMMDD)6-digit Time (HHMMSS).rxt (file extension)
- o Example: eVSReconciliationExtract-987654321-20110720142630.rxt

Receipt of the Monthly Reconciliation Extracts is optional. Mailers may contact the eVS Helpdesk to indicate their preference (set in Program Registration) to receive the Monthly Reconciliation Extracts.

The monthly reconciliation extract file format is pipe-delimited and consists of standard fields for each extract file type, although the values and fields used within the file type will vary based on the type of adjustment described.
- o H1 Header – 33 fields – similar for all adjustment types with one per file.
- o S1 Summary – 23 fields – varies by adjustment type, one per file, one mail class per file.
- o D1 Detail – 81 fields – specific to adjustment type with one to many records per file.

Each field will have one of the following data types:
1) Alphanumeric – variable length field containing letters, numbers, or possibly punctuation
2) Numeric (12,4) – fixed-width field containing only numbers. Implied decimal point between 8th and 9th characters. There will be 8 digits to the left of the implied decimal point, 4 digits to the right. For example, the value 99,999,999.9999 will be written as 999999999999; the value 0.1 will be written as 000000001000.
3) Numeric (8) – fixed-width field containing only numbers. No implied decimal point.
4) Null fields – Fields with Field Name of "null" will always be empty and have no data type.

Exhibit L–1
Monthly Reconciliation Extract Record Formats

Table	Mail Class/Product
L-1a	Adjustment Header Record
L-1b	Postage Adjustment Factor (PAF) Summary and Detail Records
L-1c	Manifest Error Summary and Detail Records
L-1d	Unmanifested Summary and Detail Records
L-1e	Mis-shipped Summary and Detail Records
L-1f	Duplicate Packages Summary and Detail Records
L-1g	Presort Eligibility Summary and Detail Records
L-1h	Content Eligibility Summary and Detail Records
L-1i	Ad hoc Adjustment Summary Record
L-1j	Incorrect Packaging Summary and Detail Records
L-1k	Destination Entry Summary and Detail Records
L-1l	IMpb Noncompliance Summary and Detail Records

Table L-1a eVS Adjustment Header Record
Header (H1) record will be similar for all adjustment types with one per file.

	eVS Reconciliation Extract Adjustment Header Record			
Position	Field Name	Data Type	Size (Bytes)	Definition
1	Record Type	Alphanumeric	2	H1
2	Master Mailer ID	Alphanumeric	9	
3	Version ID	Alphanumeric	3	Default to 010
4	null			
5	Document ID	Alphanumeric	4	210R
6	Record Position	Alphanumeric	2	00
7	Business Type Indicator	Alphanumeric	1	"N" – Notice "I" – Interim "A" – Advice
8	Business Purpose Indicator	Alphanumeric	1	"S" - Supplemental
9	File Processing Date	Alphanumeric	8	YYYYMMDD
10	File Processing Number	Alphanumeric	19	If Notice or Interim, YYYYMM of USPS fiscal year, followed by usage indicator, followed by, if applicable, mail class value. If Advice, CAPS transaction ID.
11	null			
12	CRID	Alphanumeric	15	CRID of master mailer.
13	Master Mailer ID	Alphanumeric	9	
14	Permit Number	Numeric (8)	8	
15	null			
16	null			
17	Net Amount Due	Numeric (12,4)	12	If Notice or Interim, the Total Proposed Amount for all adjustments in the file. If Advice, the Total Actual Amount for all adjustments

eVS Reconciliation Extract Adjustment Header Record

Position	Field Name	Data Type	Size (Bytes)	Definition
				in the file.
18	null			
19	null			
20	Permit Holder Name	Alphanumeric	50	
21	Permit Holder Address	Alphanumeric	100	
22	Permit Holder City	Alphanumeric	100	
23	Permit Holder State	Alphanumeric	10	
24	Permit Holder ZIP	Alphanumeric	20	
25	Permit Holder Contact Name	Alphanumeric	100	
26	Permit Holder Contact Number	Alphanumeric	20	
27	Null			
28	Null			
29	Null			
30	Null			
31	Null			
32	Null			
33	x	Alphanumeric	1	'x' character at end of line

Table L-1b eVS Postage Adjustment Factor (PAF) Summary and Detail Records

This summary (S1) record will describe the fields for the **Postage Adjustment Factor (PAF)**. There will be one PAF/one mail class per file.

eVS Reconciliation Extract PAF Summary Record

Position	Field Name	Data Type	Size (Bytes)	Definition
1	Record Type	Alphanumeric	2	S1
2	Master Mailer ID	Alphanumeric	9	
3	File Version ID	Alphanumeric	3	010
4	null			
5	Document ID	Alphanumeric	4	210
6	Record Position	Alphanumeric	2	00
7	Usage Indicator	Alphanumeric	2	"PA" - Postage Adjustment
8	Reporting Year/Month	Alphanumeric	6	YYYYMM (USPS fiscal year and month).
9	CAPS Transaction ID	Alphanumeric	19	
10	CAPS Transaction Status Code	Alphanumeric	10	
11	null			
12	Average Per-Piece Postage for Mail Class	Numeric (12,4)	12	
13	Mail Class Code			
14	null			
15	null			
16	Mail Class Adj Amt Actual	Numeric (12,4)	12	if business type indicator is "A", this field contains the actual amount, else null
17	Mail Class Adj Amt Proposed	Numeric (12,4)	12	if business type indicator is not "A", this field contains the proposed amount, else null
18	Total Pieces of Mail Class Sample for PAF	Numeric (12,4)	12	
19	Total eVS Calculate Manifest Postage	Numeric (12,4)	12	
20	Total eVS Calculated Samples' Postage	Numeric (12,4)	12	
21	Total Manifest Files Processed	Numeric (12,4)	12	null

eVS Reconciliation Extract PAF Summary Record				
Position	Field Name	Data Type	Size (Bytes)	Definition
22	Calculated Manifest Adjustment Factor	Numeric (12,4)	12	
23	x	Alphanumeric	1	'x' character at end of line

The corresponding detail (D1) record will describe the fields for the **Postage Adjustment Factor (PAF)**. There will be zero to many records per postage adjustment file.

eVS Reconciliation Extract PAF Detail Record				
Position	Field Name	Data Type	Size (Bytes)	Definition
1	Record Type	Alphanumeric	2	D1
2	Master Mailer ID	Alphanumeric	9	
3	File Version ID	Alphanumeric	3	010
4	null			
5	Document ID	Alphanumeric	4	210
6	Record Position	Alphanumeric	2	00
7	Usage Indicator	Alphanumeric	2	"PA" - Postage Adjustment
8	Package Identification Code (PIC)	Alphanumeric	34	
9	Piece Mailer ID	Alphanumeric	9	
10	Customer Reference Number	Alphanumeric	30	
11	Customer Manifest Transaction ID	Alphanumeric	12	
12	Main EFN	Alphanumeric	34	
13	Sub EFN	Alphanumeric	34	
14	Date of Mailing	Alphanumeric	8	YYYYMMDD
15	Sampling Date	Alphanumeric	8	YYYYMMDD
16	null			
17	null			
18	null			
19	null			
20	Manifest Package Destination ZIP	Alphanumeric	5	
21	null			
22	USPS ZIP Location of Sample	Alphanumeric	5	
23	Manifest Mail Class	Alphanumeric	2	
24	Sample Mail Class	Alphanumeric	2	
25	null			
26	null			
27	eVS Processing Category	Alphanumeric	1	
28	Sample Piece Processing Category	Alphanumeric	1	
29	Mailer Routing Barcode	Alphanumeric	1	Original mailer value.
30	Sample Pre-barcoded	Alphanumeric	1	
31	null			
32	Manifest Weight	Numeric (12,4)	12	
33	Sample Piece Weight	Numeric (12,4)	12	
34	Manifest DIM Weight	Numeric (12,4)	12	
35	Sample DIM Weight	Numeric (12,4)	12	
36	Manifest Length	Numeric (12,4)	12	
37	Sample Length	Numeric (12,4)	12	
38	Manifest Width	Numeric (12,4)	12	
39	Sample Width	Numeric (12,4)	12	
40	Manifest Height	Numeric (12,4)	12	
41	Sample Height	Numeric (12,4)	12	
42	null			

eVS Reconciliation Extract PAF Detail Record

Positi on	Field Name	Data Type	Size (Bytes)	Definition
43	eVS Destination Rate Indicator	Alphanumeric	1	
44	Sample Destination Rate Indicator	Alphanumeric	1	Sample Destination Rate Indicator.
45	Mailer Rate Indicator	Alphanumeric	2	Original mailer value.
46	Sample Rate indicator	Alphanumeric	2	
47	null			
48	null			
49	eVS Calculated Zone	Alphanumeric	2	Original mailer value.
50	eVS Sample Piece Zone	Alphanumeric	2	Zone based on sample data.
51	null			
52	Mailer manifested postage	Numeric (12,4)	12	
53	null			
54	eVS Manifest Postage	Numeric (12,4)	12	
55	Sample Piece Postage	Numeric (12,4)	12	
56	Extra Service Code – 1st Service	Alphanumeric	3	
57	Manifest Fee Amt for 1st Extra Service	Numeric (12,4)	12	
58	Null			
59	Extra Service Code – 2nd Service	Alphanumeric	3	
60	Manifest Fee Amt for 2nd Extra Service	Numeric (12,4)	12	
61	Null			
62	Extra Service Code – 3rd Service	Alphanumeric	3	
63	Manifest Fee Amt for 3rd Extra Service	Numeric (12,4)	12	
64	Null			
65	Extra Service Code – 4th Service	Alphanumeric	3	
66	Manifest Fee Amt for 4th Extra Service	Numeric (12,4)	12	
67	Null			
68	Extra Service Code – 5th Service	Alphanumeric	3	
69	Manifest Fee Amt for 5th Extra Service	Numeric (12,4)	12	
70	Null			
71	Null			
72	Null			
73	Null			
74	Null			
75	Null			
76	Null			
77	Null			
78	Null			
79	Null			
80	Null			
81	x	Alphanumeric	1	'x' character at end of line

Table L-1c eVS Manifest Error Summary and Detail Records

This summary (S1) record will describe the fields for the **Manifest Error Adjustment**. There will be one adjustment/one mail class per file.

eVS Reconciliation Extract Manifest Error Summary Record

Position	Field Name	Data Type	Size (Bytes)	Definition
1	Record Type	Alphanumeric	2	S1
2	Master Mailer ID	Alphanumeric	9	
3	File Version ID	Alphanumeric	3	010
4	null			
5	Document ID	Alphanumeric	4	210
6	Record Position	Alphanumeric	2	00
7	Usage Indicator	Alphanumeric	2	"ME" – Manifest Error Adjustment
8	Reporting Year/Month	Alphanumeric	6	YYYYMM
9	CAPS Transaction ID	Alphanumeric	19	
10	CAPS Transaction Status Code	Alphanumeric	10	
11	null			
12	Average Per-Piece Postage for Mail Class	Numeric (12,4)	12	
13	Mail Class Code	Alphanumeric	2	'NA' for unknown mail class.
14	null			
15	null			
16	Mail Class Adj Amt Actual	Numeric (12,4)	12	if business type indicator is "A", this field contains the actual amount, else null
17	Mail Class Adj Amt Proposed	Numeric (12,4)	12	if business type indicator is not "A", this field contains the proposed amount, else null
18	null			
19	null			
20	null			
21	null			
22	null			
23	x	Alphanumeric	1	'x' character at end of line

The corresponding detail (D1) record will describe the fields for the **Manifest Error Adjustment**. There will be zero to many records per file.

eVS Reconciliation Extract Manifest Error Detail Record

Position	Field Name	Data Type	Size (Bytes)	Definition
1	Record Type	Alphanumeric	2	D1
2	Master Mailer ID	Alphanumeric	9	
3	File Version ID	Alphanumeric	3	010
4	null			
5	Document ID	Alphanumeric	4	210
6	Record Position	Alphanumeric	2	00
7	Usage Indicator	Alphanumeric	2	"ME" – Manifest Error Adjustment
8	Package Identification Code (PIC)	Alphanumeric	34	
9	Piece Mailer ID	Alphanumeric	9	
10	Customer Reference Number	Alphanumeric	30	
11	Customer Manifest Transaction ID	Alphanumeric	12	
12	Main EFN	Alphanumeric	34	
13	Sub EFN	Alphanumeric	34	
14	Date of Mailing	Alphanumeric	8	YYYYMMDD
15	PTR Transmission Date	Alphanumeric	8	YYYYMMDD
16	null			
17	null			
18	null			
19	null			
20	Manifest Package Destination ZIP	Alphanumeric	5	

eVS Reconciliation Extract Manifest Error Detail Record

Position	Field Name	Data Type	Size (Bytes)	Definition
21	null			
22	Entry Facility ZIP	Alphanumeric	5	
23	null			
24	Mail Class	Alphanumeric	2	
25	null			
26	null			
27	eVS Processing Category	Alphanumeric	1	
28	null			
29	Manifest Postal Routing Barcode	Alphanumeric	1	Original mailer value.
30	null			
31	null			
32	Manifest Weight	Numeric (12,4)	12	
33	null			
34	null			
35	null			
36	Manifest Length	Numeric (12,4)	12	
37	null			
38	Manifest Width	Numeric (12,4)	12	
39	null			
40	Manifest Height	Numeric (12,4)	12	
41	null			
42	null			
43	eVS Destination Rate Indicator	Alphanumeric	1	
44	null			
45	null			
46	Revised Rate Indicator	Alphanumeric	2	
47	null			
48	null			
49	eVS Calculated Zone	Alphanumeric	2	
50	null			
51	null			
52	Mailer manifested postage	Numeric (12,4)	12	
53	null			
54	null			
55	null			
56	Extra Service Code- 1st Service	Alphanumeric	3	
57	Manifest Fee Amt for 1st Extra Service	Numeric (12,4)	12	
58	null			
59	Extra Service Code- 2nd Service	Alphanumeric	3	
60	Manifest Fee Amt for 2nd Extra Service	Numeric (12,4)	12	
61	null			
62	Extra Service Code- 3rd Service	Alphanumeric	3	
63	Manifest Fee Amt for 3rd Extra Service	Numeric (12,4)	12	
64	null			
65	Extra Service Code - 4th Service	Alphanumeric	3	

Position	Field Name	Data Type	Size (Bytes)	Definition
eVS Reconciliation Extract Manifest Error Detail Record				
66	Manifest Fee Amt for 4th Extra Service	Numeric (12,4)	12	
67	null			
68	Extra Service Code - 5th Service	Alphanumeric	3	
69	Manifest Fee Amt for 5th Extra Service	Numeric (12,4)	12	
70	null			
71	null			
72	null			
73	null			
74	null			
75	null			
76	null			
77	null			
78	null			
79	null			
80	null			
81	x	Alphanumeric	1	'x' character at end of line

Table L-1d eVS Unmanifested Summary and Detail Records

This summary (S1) record will describe the fields for the Unmanifested Packages Adjustment. There will be one adjustment/one mail class per file.

Position	Field Name	Data Type	Size (Bytes)	Definition
**eVS Reconciliation Extract Unmanifested Summary Record**
1	Record Type	Alphanumeric	2	S1
2	Master Mailer ID	Alphanumeric	9	
3	File Version ID	Alphanumeric	3	010
4	null			
5	Document ID	Alphanumeric	4	210
6	Record Position	Alphanumeric	2	00
7	Usage Indicator	Alphanumeric	2	"UP" – Unmanifested Postage
8	Reporting Year/Month	Alphanumeric	6	YYYYMM
9	CAPS Transaction ID	Alphanumeric	19	
10	CAPS Transaction Status Code	Alphanumeric	10	
11	null			
12	Average Per-Piece Postage for Mail Class	Numeric (12,4)	12	
13	Mail Class Code			'NA' for unknown mail class.
14	null			
15	null			
16	Mail Class Adj Amt Actual	Numeric (12,4)	12	if business type indicator is "A", this field contains the actual amount, else null
17	Mail Class Adj Amt Proposed	Numeric (12,4)	12	if business type indicator is not "A", this field contains the proposed amount, else null
18	null			
19	null			
20	null			
21	null			
22	null			
23	x	Alphanumeric	1	'x' character at end of line

The corresponding detail (D1) record will describe the fields for the Unmanifested Packages Adjustment. There will be zero to many records per file.

Position	Field Name	Data Type	Size (Bytes)	Definition
**eVS Reconciliation Extract Unmanifested Detail Record**
1	Record Type	Alphanumeric	2	D1
2	Master Mailer ID	Alphanumeric	9	
3	File Version ID	Alphanumeric	3	010
4	null			
5	Document ID	Alphanumeric	4	210
6	Record Position	Alphanumeric	2	00
7	Usage Indicator	Alphanumeric	2	"UP" – Unmanifested Postage
8	Package Identification Code (PIC)	Alphanumeric	34	
9	Piece Mailer ID	Alphanumeric	9	
10	null			
11	null			
12	null			
13	null			
14	PTR Transmission Date	Alphanumeric	8	YYYYMMDD
15	Package Scan Date	Alphanumeric	8	YYYYMMDD
16	null			
17	null			

Appendix L: Monthly Reconciliation Extract

eVS Reconciliation Extract Unmanifested Detail Record				
Position	**Field Name**	**Data Type**	**Size (Bytes)**	**Definition**
18	null			
19	null			
20	null			
21	null			
22	Scan ZIP Code	Alphanumeric	5	
23	null			
24	Mail Class	Alphanumeric	2	'NA' for unknown mail class.
25	null			
26	null			
27	null			
28	null			
29	null			
30	null			
31	null			
32	null			
33	null			
34	null			
35	null			
36	null			
37	null			
38	null			
39	null			
40	null			
41	null			
42	null			
43	null			
44	null			
45	null			
46	null			
47	null			
48	null			
49	null			
50	null			
51	null			
52	null			
53	null			
54	null			
55	Sample Piece Postage	Numeric (12,4)	12	Postage if the piece was sampled; else null.
56	null			
57	null			
58	null			
59	null			
60	null			
61	null			
62	null			
63	null			
64	null			
65	null			
66	null			
67	null			
68	null			
69	null			
70	null			
71	null			
72	null			
73	null			

Position	Field Name	Data Type	Size (Bytes)	Definition
	eVS Reconciliation Extract Unmanifested Detail Record			
74	null			
75	null			
76	null			
77	null			
78	null			
79	null			
80	null			
81	x	Alphanumeric	1	'x' character at end of line

Table L-1e eVS Mis-shipped Summary and Detail Records

This summary (S1) record will describe the fields for the **Mis-Shipped Adjustment**. There will be one adjustment/one mail class per file.

Position	Field Name	Data Type	Size (Bytes)	Definition
	eVS Reconciliation Extract Mis-shipped Summary Record			
1	Record Type	Alphanumeric	2	S1
2	Master Mailer ID	Alphanumeric	9	
3	File Version ID	Alphanumeric	3	010
4	null			
5	Document ID	Alphanumeric	4	210
6	Record Position	Alphanumeric	2	00
7	Usage Indicator	Alphanumeric	2	"MS" – Mis-Shipped Adjustment
8	Reporting Year/Month	Alphanumeric	6	YYYYMM
9	CAPS Transaction ID	Alphanumeric	19	
10	CAPS Transaction Status Code	Alphanumeric	10	
11	null			
12	null			
13	Mail Class Code	Alphanumeric	2	'NA' for unknown mail class.
14	null			
15	null			
16	Mail Class Adj Amt Actual	Numeric (12,4)	12	if business type indicator is "A", this field contains the actual amount, else null
17	Mail Class Adj Amt Proposed	Numeric (12,4)	12	if business type indicator is not "A", this field contains the proposed amount, else null
18	null			
19	null			
20	null			
21	null			
22	null			
23	x	Alphanumeric	1	'x' character at end of line

The corresponding detail (D1) record will describe the fields for the **Mis-Shipped Adjustment**. There will be zero to many records per file.

Position	Field Name	Data Type	Size (Bytes)	Definition
	eVS Reconciliation Extract Mis-shipped Detail Record			
1	Record Type	Alphanumeric	2	D1
2	Master Mailer ID	Alphanumeric	9	
3	File Version ID	Alphanumeric	3	010
4	null			
5	Document ID	Alphanumeric	4	210
6	Record Position	Alphanumeric	2	00
7	Usage Indicator	Alphanumeric	2	"MS" – Mis-Shipped Adjustment

Appendix L: Monthly Reconciliation Extract

Position	Field Name	Data Type	Size (Bytes)	Definition
eVS Reconciliation Extract Mis-shipped Detail Record				
8	Package Identification Code (PIC)	Alphanumeric	34	
9	Piece Mailer ID	Alphanumeric	9	
10	Customer Reference Number	Alphanumeric	30	
11	Customer Manifest Transaction ID	Alphanumeric	12	
12	Main EFN	Alphanumeric	34	
13	Sub EFN	Alphanumeric	34	
14	Date of Mailing	Alphanumeric	8	YYYYMMDD
15	Date of Acceptance Scan	Alphanumeric	8	YYYYMMDD
16	null			
17	null			
18	null			
19	null			
20	Manifest Package Destination ZIP	Alphanumeric	5	
21	null			
22	ZIP Location of scan	Alphanumeric	5	
23	Manifest Mail Class	Alphanumeric	2	Original mailer value.
24	null			
25	Re-shipped Mail Class	Alphanumeric	2	
26	Manifest Processing Category	Alphanumeric	1	Original mailer value.
27	eVS Processing Category	Alphanumeric	1	Value used by eVS to compute postage statement.
28	Re-shipped Processing Category	Alphanumeric	1	Value used to determine adjusted postage based on mis-shipped information.
29	Manifest Postal Routing Barcode	Alphanumeric	1	Original mailer value.
30	null			
31	null			
32	Manifest Weight	Numeric (12,4)	12	
33	null			
34	null			
35	null			
36	null			
37	null			
38	null			
39	null			
40	null			
41	null			
42	Manifest Destination Rate Indicator	Alphanumeric	1	Original mailer value.
43	eVS Destination Rate Indicator	Alphanumeric	1	Value eVS used on original postage statement.
44	Re-shipped Destination Rate Indicator	Alphanumeric	1	Value used to determine adjusted postage based on mis-shipped information.
45	Manifest Rate Indicator	Alphanumeric	2	Original mailer value.
46	Revised Rate Indicator	Alphanumeric	2	Value eVS used on original postage statement.
47	Re-shipped Rate Indicator	Alphanumeric	2	Value used to determine adjusted postage based on mis-shipped information.
48	Manifest Zone	Alphanumeric	2	Original mailer value.
49	eVS Calculated Zone	Alphanumeric	2	Value eVS used on original postage statement.
50	null			

eVS Reconciliation Extract Mis-shipped Detail Record

Position	Field Name	Data Type	Size (Bytes)	Definition
51	null			
52	Mailer manifested postage	Numeric (12,4)	12	
53	Calculated Mis-Shipped Postage - Excluding Extra Services	Numeric (12,4)	12	
54	eVS Manifest Postage	Numeric (12,4)	12	Value eVS used on original postage statement.
55	Additional Postage Due	Numeric (12,4)	12	
56	Extra Service Code-1st Service	Alphanumeric	3	
57	Manifest Fee Amt for 1st Extra Service	Numeric (12,4)	12	Value eVS used on original postage statement.
58	Re-shipped Fee Amt for 1st Extra Service	Numeric (12,4)	12	Value used to determine adjusted postage based on mis-shipped information.
59	Extra Service Code-2nd Service	Alphanumeric	3	
60	Manifest Fee Amt for 2nd Extra Service	Numeric (12,4)	12	Value eVS used on original postage statement.
61	Re-shipped Fee Amt for 2nd Extra Service	Numeric (12,4)	12	Value used to determine adjusted postage based on mis-shipped information.
62	Extra Service Code-3rd Service	Alphanumeric	3	
63	Manifest Fee Amt for 3rd Extra Service	Numeric (12,4)	12	Value eVS used on original postage statement.
64	Re-shipped Fee Amt for 3rd Extra Service	Numeric (12,4)	12	Value used to determine adjusted postage based on mis-shipped information.
65	Extra Service Code - 4th Service	Alphanumeric	3	
66	Manifest Fee Amt for 4th Extra Service	Numeric (12,4)	12	Value eVS used on original postage statement.
67	Re-shipped Fee Amt for 4th Extra Service	Numeric (12,4)	12	Value used to determine adjusted postage based on mis-shipped information.
68	Extra Service Code - 5th Service	Alphanumeric	3	
69	Manifest Fee Amt for 5th Extra Service	Numeric (12,4)	12	Value eVS used on original postage statement.
70	Re-shipped Fee Amt for 5th Extra Service	Numeric (12,4)	12	Value used to determine adjusted postage based on mis-shipped information.
71	null			
72	null			
73	null			
74	null			
75	null			
76	null			
77	null			
78	null			
79	null			
80	null			
81	x	Alphanumeric	1	'x' character at end of line

Table L-1f eVS Duplicate Packages Summary and Detail Records

This summary (S1) record will describe the fields for the **Duplicate Packages Adjustment**. There will be one adjustment/one mail class per file.

Position	Field Name	Data Type	Size (Bytes)	Definition
	eVS Reconciliation Extract Duplicate Packages Summary Record			
1	Record Type	Alphanumeric	2	S1
2	Master Mailer ID	Alphanumeric	9	
3	File Version ID	Alphanumeric	3	010
4	null			
5	Document ID	Alphanumeric	4	210
6	Record Position	Alphanumeric	2	00
7	Usage Indicator	Alphanumeric	2	"DP" – Duplicate Package Postage
8	Reporting Year/Month	Alphanumeric	6	YYYYMM
9	CAPS Transaction ID	Alphanumeric	19	
10	CAPS Transaction Status Code	Alphanumeric	10	
11	null			
12	Average Per-Piece Postage for Mail Class	Numeric (12,4)	12	
13	Mail Class Code	Alphanumeric	2	
14	null			
15	null			
16	Mail Class Adj Amt Actual	Numeric (12,4)	12	if business type indicator is "A", this field contains the actual amount, else null
17	Mail Class Adj Amt Proposed	Numeric (12,4)	12	if business type indicator is not "A", this field contains the proposed amount, else null
18	null			
19	null			
20	null			
21	null			
22	null			
23	x	Alphanumeric	1	'x' character at end of line

The corresponding detail (D1) record will describe the fields for the Duplicate Packages Adjustment. There will be zero to many records per file.

Position	Field Name	Data Type	Size (Bytes)	Definition
	eVS Reconciliation Extract Duplicate Packages Detail Record			
1	Record Type	Alphanumeric	2	D1
2	Master Mailer ID	Alphanumeric	9	
3	File Version ID	Alphanumeric	3	010
4	null			
5	Document ID	Alphanumeric	4	210
6	Record Position	Alphanumeric	2	00
7	Usage Indicator	Alphanumeric	2	"DP" – Duplicate Package Postage
8	Piece Identification Code (PIC)	Alphanumeric	34	
9	Piece Mailer ID	Alphanumeric	9	
10	null			
11	null			
12	null			
13	null			
14	PTR Transmission Date	Alphanumeric	8	YYYYMMDD
15	Package Scan Date	Alphanumeric	8	YYYYMMDD
16	PTS Event Type	Alphanumeric	20	Event text, as translated from PTS Event Code (i.e. Delivered, Picked up, etc.

Position	Field Name	Data Type	Size (Bytes)	Definition
eVS Reconciliation Extract Duplicate Packages Detail Record				
17	null			
18	null			
19	null			
20	null			
21	null			
22	Scan ZIP Code	Alphanumeric	5	
23	null			
24	Mail Class	Alphanumeric	2	
25	null			
26	null			
27	null			
28	null			
29	null			
30	null			
31	null			
32	null			
33	null			
34	null			
35	null			
36	null			
37	null			
38	null			
39	null			
40	null			
41	null			
42	null			
43	null			
44	null			
45	null			
46	null			
47	null			
48	null			
49	null			
50	null			
51	null			
52	Mailer manifested postage	Numeric (12,4)	12	
53	null			
54	null			
55	Additional Postage Due	Numeric (12,4)	12	The per piece postage charge for the duplicate package
56	null			
57	null			
58	null			
59	null			
60	null			
61	null			
62	null			
63	null			
64	null			
65	null			
66	null			
67	null			
68	null			
69	null			
70	null			
71	null			

eVS Reconciliation Extract Duplicate Packages Detail Record

Position	Field Name	Data Type	Size (Bytes)	Definition
72	null			
73	null			
74	null			
75	null			
76	null			
77	null			
78	null			
79	null			
80	null			
81	x	Alphanumeric	1	'x' character at end of line

Table L-1g eVS Presort Eligibility Summary and Detail Records

This summary (S1) record will describe the fields for the **Presort Eligibility Adjustment**. There will be one adjustment/one mail class per file.

eVS Reconciliation Extract Presort Eligibility Summary Record

Position	Field Name	Data Type	Size (Bytes)	Definition
1	Record Type	Alphanumeric	2	S1
2	Master Mailer ID	Alphanumeric	9	
3	File Version ID	Alphanumeric	3	010
4	null			
5	Document ID	Alphanumeric	4	210
6	Record Position	Alphanumeric	2	00
7	Usage Indicator	Alphanumeric	2	"PS" – Presort Eligibility Adjustment
8	Reporting Year/Month	Alphanumeric	6	YYYYMM
9	CAPS Transaction ID	Alphanumeric	19	
10	CAPS Transaction Status Code	Alphanumeric	10	
11	null			
12	null			
13	Mail Class Code	Alphanumeric	2	
14	null			
15	null			
16	Mail Class Adj Amt Actual	Numeric (12,4)	12	if business type indicator is "A", this field contains the actual amount, else null
17	Mail Class Adj Amt Proposed	Numeric (12,4)	12	if business type indicator is not "A", this field contains the proposed amount, else null
18	Total Pieces of Mailing	Numeric (12,4)	12	
19	Total eVS Manifest Postage Paid	Numeric (12,4)	12	
20	null			
21	null			
22	null			
23	x	Alphanumeric	1	'x' character at end of line

The corresponding detail (D1) record will describe the fields for the **Presort Eligibility Adjustment**. There will be zero to many records per file.

eVS Reconciliation Extract Presort Eligibility Detail Record

Position	Field Name	Data Type	Size (Bytes)	Definition
1	Record Type	Alphanumeric	2	D1
2	Master Mailer ID	Alphanumeric	9	
3	File Version ID	Alphanumeric	3	010
4	null			
5	Document ID	Alphanumeric	4	210

eVS Reconciliation Extract Presort Eligibility Detail Record

Position	Field Name	Data Type	Size (Bytes)	Definition
6	Record Position	Alphanumeric	2	00
7	Usage Indicator	Alphanumeric	2	"PS" – Presort Exception Adjustment
8	Package Identification Code (PIC)	Alphanumeric	34	
9	Piece Mailer ID	Alphanumeric	9	
10	Customer Reference Number	Alphanumeric	30	
11	Customer Manifest Transaction ID	Alphanumeric	12	
12	Main EFN	Alphanumeric	34	
13	Sub EFN	Alphanumeric	34	
14	null			
15	null			
16	null			
17	null			
18	null			
19	null			
20	Manifest Package Destination ZIP	Alphanumeric	5	
21	null			
22	null			
23	Manifest Mail Class	Alphanumeric	2	
24	Presort-Based Mail Class	Alphanumeric	2	
25	null			
26	null			
27	null			
28	null			
29	null			
30	null			
31	null			
32	Manifest Weight	Numeric (12,4)	12	
33	null			
34	null			
35	null			
36	null			
37	null			
38	null			
39	null			
40	null			
41	null			
42	null			
43	eVS Destination Rate Indicator	Alphanumeric	1	
44	null			
45	Manifest Rate Indicator	Alphanumeric	2	[originally Mailer]
46	Revised Rate Indicator	Alphanumeric	2	Rate indicator based on presort eligibility.
47	null			
48	null			
49	eVS Calculated Zone	Alphanumeric	2	
50	null			
51	null			
52	Mailer manifested postage	Numeric (12,4)	12	

eVS Reconciliation Extract Presort Eligibility Detail Record

Position	Field Name	Data Type	Size (Bytes)	Definition
53	Presort Exception eVS Postage	Numeric (12,4)	12	
54	USPS eVS Manifest Postage	Numeric (12,4)	12	
55	Additional Postage Due	Numeric (12,4)	12	
56	Extra Service Code – 1st Service	Alphanumeric	3	
57	Manifest Fee Amt for 1st Extra Service	Numeric (12,4)	12	
58	null			
59	Extra Service Code – 2nd Service	Alphanumeric	3	
60	Manifest Fee Amt for 2nd Extra Service	Numeric (12,4)	12	
61	null			
62	Extra Service Code – 3rd Service	Alphanumeric	3	
63	Manifest Fee Amt for 3rd Extra Service	Numeric (12,4)	12	
64	null			
65	Extra Service Code – 5th Service	Alphanumeric	3	
66	Manifest Fee Amt for 1st Extra Service	Numeric (12,4)	12	
67	null			
68	Extra Service Code – 5th Service	Alphanumeric	3	
69	Manifest Fee Amt for 5th Extra Service	Numeric (12,4)	12	
70	null			
71	null			
72	null			
73	null			
74	null			
75	null			
76	null			
77	null			
78	null			
79	null			
80	null			
81	x	Alphanumeric	1	'x' character at end of line

Table L-1h eVS Content Eligibility Summary and Detail Records

This summary (S1) record will describe the fields for the **Content Eligibility Adjustment**. There will be one adjustment/one mail class per file.

Position	Field Name	Data Type	Size (Bytes)	Definition
1	Record Type	Alphanumeric	2	S1
2	Master Mailer ID	Alphanumeric	9	
3	File Version ID	Alphanumeric	3	010
4	null			
5	Document ID	Alphanumeric	4	210
6	Record Position	Alphanumeric	2	00
7	Usage Indicator	Alphanumeric	2	"CE" – Content Eligibility Adjustment

eVS Reconciliation Extract Content Eligibility Summary Record

Position	Field Name	Data Type	Size (Bytes)	Definition
8	Reporting Year/Month	Alphanumeric	6	YYYYMM
9	CAPS Transaction ID	Alphanumeric	19	
10	CAPS Transaction Status Code	Alphanumeric	10	
11	Null			
12	null			
13	Mail Class Code	Alphanumeric	2	
14	null			
15	null			
16	Mail Class Adj Amt Actual	Numeric (12,4)	12	if business type indicator is "A", this field contains the actual amount, else null
17	Mail Class Adj Amt Proposed	Numeric (12,4)	12	if business type indicator is not "A", this field contains the proposed amount, else null
18	null			
19	null			
20	null			
21	null			
22	null			
23	x	Alphanumeric	1	'x' character at end of line

The corresponding detail (D1) record will describe the fields for the Content Eligibility Adjustment. There will be zero to many records per file.

eVS Reconciliation Extract Content Eligibility Detail Record

Position	Field Name	Data Type	Size (Bytes)	Definition
1	Record Type	Alphanumeric	2	D1
2	Master Mailer ID	Alphanumeric	9	
3	File Version ID	Alphanumeric	3	010
4	null			
5	Document ID	Alphanumeric	4	210
6	Record Position	Alphanumeric	2	00
7	Usage Indicator	Alphanumeric	2	"CE" – Content Eligibility Adjustment
8	Package Identification Code (PIC)	Alphanumeric	34	
9	Piece Mailer ID	Alphanumeric	9	
10	Customer Reference Number	Alphanumeric	19	
11	Customer Manifest Transaction ID	Alphanumeric	10	
12	Main EFN	Alphanumeric	34	
13	Sub EFN	Alphanumeric	34	
14	null			
15	null			
16	null			
17	null			
18	null			
19	null			
20	Manifest Package Destination ZIP	Alphanumeric	5	
21	null			
22	null			
23	Manifest Mail Class	Alphanumeric	2	
24	Content-Based Mail Class	Alphanumeric	2	
25	null			
26	null			
27	null			
28	null			

Position	Field Name	Data Type	Size (Bytes)	Definition
29	null			
30	null			
31	null			
32	Manifest Weight	Numeric (12,4)	12	
33	null			
34	null			
35	null			
36	null			
37	null			
38	null			
39	null			
40	null			
41	null			
42	null			
43	eVS Destination Rate Indicator	Alphanumeric	1	
44	null			
45	Manifest Rate Indicator	Alphanumeric	2	[originally Mailer]
46	Revised Rate Indicator	Alphanumeric	2	Rate indicator based on content eligibility.
47	null			
48	null			
49	eVS Calculated Zone	Alphanumeric	2	
50	null			
51	null			
52	Mailer manifested postage	Numeric (12,4)	12	
53	Content-Based eVS Postage	Numeric (12,4)	12	
54	eVS Manifest Postage	Numeric (12,4)	12	
55	Additional Postage Due	Numeric (12,4)	12	
56	Extra Service Code – 1st Service	Alphanumeric	3	
57	Manifest Fee Amt for 1st Extra Service	Numeric (12,4)	12	
58	null			
59	Extra Service Code – 2nd Service	Alphanumeric	3	
60	Manifest Fee Amt for 2nd Extra Service	Numeric (12,4)	12	
61	null			
62	Extra Service Code – 3rd Service	Alphanumeric	3	
63	Manifest Fee Amt for 3rd Extra Service	Numeric (12,4)	12	
64	null			
65	Extra Service Code – 4th Service	Alphanumeric	3	
66	Manifest Fee Amt for 4th Extra Service	Numeric (12,4)	12	
67	null			
68	Extra Service Code – 5thService	Alphanumeric	3	
69	Manifest Fee Amt for 5th Extra Service	Numeric (12,4)	12	
70	null			
71	null			

The table title is: **eVS Reconciliation Extract Content Eligibility Detail Record**

eVS Reconciliation Extract Content Eligibility Detail Record				
Position	Field Name	Data Type	Size (Bytes)	Definition
72	null			
73	null			
74	null			
75	null			
76	null			
77	null			
78	null			
79	null			
80	null			
81	x	Alphanumeric	1	'x' character at end of line

Table L-1i eVS Ad hoc Adjustment Summary Record

This summary (S1) record will describe the fields for the **Ad-Hoc Adjustment**. There will be one adjustment/one mail class per file.

eVS Reconciliation Extract Ad hoc Adjustment Summary Record				
Position	Field Name	Data Type	Size (Bytes)	Definition
1	Record Type	Alphanumeric	2	S1
2	Master Mailer ID	Alphanumeric	9	
3	File Version ID	Alphanumeric	3	010
4	null			
5	Document ID	Alphanumeric	4	210
6	Record Position	Alphanumeric	2	00
7	Usage Indicator	Alphanumeric	2	"AH" – Ad-Hoc Charges
8	Reporting Year/Month	Alphanumeric	6	YYYYMM
9	CAPS Transaction ID	Alphanumeric	19	
10	CAPS Transaction Status Code	Alphanumeric	10	
11	null			
12	null			
13	null			
14	null			
15	null			
16	Miscellaneous Charges	Numeric (12,4)	12	if business type indicator is "A", this field contains the actual amount, else null
17	Miscellaneous Proposed	Numeric (12,4)	12	if business type indicator is not "A", this field contains the proposed amount, else null
18	null			
19	null			
20	null			
21	null			
22	null			
23	x	Alphanumeric	1	'x' character at end of line

Table L-1j eVS Incorrect Packaging Summary and Detail Records

This summary (S1) record will describe the fields for the Incorrect Packaging Adjustment. There will be one adjustment/one mail class per file.

eVS Reconciliation Extract Incorrect Packaging Summary Record				
Position	Field Name	Data Type	Size (Bytes)	Definition
1	Record Type	Alpha / Numeric	2	S1
2	Master Mailer ID	Alpha / Numeric	9	

Appendix L: Monthly Reconciliation Extract

	eVS Reconciliation Extract Incorrect Packaging Summary Record			
Position	**Field Name**	**Data Type**	**Size (Bytes)**	**Definition**
3	File Version ID	Alpha / Numeric	3	010
4	null			
5	Document ID	Alpha / Numeric	4	210
6	Record Position	Alpha / Numeric	2	00
7	Usage Indicator	Alpha / Numeric	2	"SI" – Sampled Incorrect Packaging
8	Reporting Year/Month	Alpha / Numeric	6	YYYYMM
9	CAPS Transaction ID	Alpha / Numeric	19	
10	CAPS Transaction Status Code	Alpha / Numeric	10	
11	null			
12	null			
13	Mail Class Code	Alpha / Numeric	2	
14	null			
15	null			
16	Mail Class Adj Amt Actual	Numeric (12,4)	12	if business type indicator is "A", this field contains the actual amount, else null
17	Mail Class Adj Amt Proposed	Numeric (12,4)	12	if business type indicator is not "A", this field contains the proposed amount, else null
18	Total Pieces of Mailing	Numeric (12,4)	12	
19	Total eVS Manifest Postage Paid	Numeric (12,4)	12	
20	null			
21	null			
22	null			
23	x	Alpha / Numeric	1	'x' character at end of line.

The corresponding detail (D1) record will describe the fields for the Incorrect Packaging Adjustment.
There will be zero to many records per file.

	eVS Reconciliation Extract Incorrect Packaging Detail Record			
Position	**Field Name**	**Data Type**	**Size (Bytes)**	**Definition**
1	Record Type	Alpha / Numeric	2	D1
2	Master Mailer ID	Alpha / Numeric	9	
3	File Version ID	Alpha / Numeric	3	010
4	null			
5	Document ID	Alpha / Numeric	4	210
6	Record Position	Alpha / Numeric	2	00
7	Usage Indicator	Alpha / Numeric	2	"SI" – Sampled Incorrect Packing Adjustment
8	Piece Identification Code (PIC)	Alpha / Numeric	34	
9	Piece Mailer ID	Alpha / Numeric	9	
10	Customer Reference Number	Alpha / Numeric	30	
11	Customer Manifest Transaction ID	Alpha / Numeric	12	
12	Main EFN	Alpha / Numeric	34	
13	Sub EFN	Alpha / Numeric	34	

Position	Field Name	Data Type	Size (Bytes)	Definition
	eVS Reconciliation Extract Incorrect Packaging Detail Record			
14	Date of Mailing	Alpha / Numeric	8	YYYYMMDD
15	Date of Sampling	Alpha / Numeric	8	YYYYMMDD
16	null			
17	null			
18	null			
19	null			
20	Manifest Package Destination ZIP	Alpha / Numeric	5	
21	null			
22	USPS ZIP Location of Sample	Alpha / Numeric	5	
23	Manifest Mail Class	Alpha / Numeric	2	
24	Sample Mail Class	Alpha / Numeric	2	
25	null			
26	null			
27	Manifest Processing Category	Alpha / Numeric	1	
28	Sample Processing Category	Alpha / Numeric	1	
29	Manifest Routing Barcode	Alpha / Numeric	1	
30	Sampling Pre-Barcoded	Alpha / Numeric	1	
31	null			
32	Manifest Weight	Numeric (12,4)	12	
33	Sample Weight	Numeric (12,4)	12	
34	Manifest DIM Weight	Numeric (12,4)	12	
35	Sample DIM Weight	Numeric (12,4)	12	
36	Manifest Length	Numeric (12,4)	12	
37	Sample Length	Numeric (12,4)	12	
38	Manifest Width	Numeric (12,4)	12	
39	Sample Width	Numeric (12,4)	12	
40	Manifest Height	Numeric (12,4)	12	
41	Sample Height	Numeric (12,4)	12	
42	null			
43	Manifest Destination Rate Indicator	Alpha / Numeric	1	
44	Sample Destination Rate Indicator	Alpha / Numeric	1	
45	Manifest Rate Indicator	Alpha / Numeric	2	
46	Sample Rate Indicator	Alpha / Numeric	2	
47	Null			
48	Mailer Zone	Alpha / Numeric	2	
49	Manifest Calculated Zone	Alpha / Numeric	2	
50	Sample Calculated Zone	Alpha / Numeric	2	
51	null			
52	Mailer manifested postage	Numeric (12,4)	12	

eVS Reconciliation Extract Incorrect Packaging Detail Record

Position	Field Name	Data Type	Size (Bytes)	Definition
53	Sample Calculated Postage	Numeric (12,4)	12	
54	USPS Manifest Calculated Postage	Numeric (12,4)	12	
55	Additional Postage Due	Numeric (12,4)	12	
56	Extra Service Code – 1st Service	Alphanumeric	3	
57	Manifest Fee Amt for 1st Extra Service	Numeric (12,4)	12	
58	Null			
59	Extra Service Code – 2nd Service	Alphanumeric	3	
60	Manifest Fee Amt for 2nd Extra Service	Numeric (12,4)	12	
61	Null			
62	Extra Service Code – 3rd Service	Alphanumeric	3	
63	Manifest Fee Amt for 3rd Extra Service	Numeric (12,4)	12	
64	Null			
65	Extra Service Code – 4th Service	Alphanumeric	3	
66	Manifest Fee Amt for 4th Extra Service	Numeric (12,4)	12	
67	Null			
68	Extra Service Code – 5th Service	Alphanumeric	3	
69	Manifest Fee Amt for 5th Extra Service	Numeric (12,4)	12	
70	Null			
71	Null			
72	Null			
73	Null			
74	Null			
75	Null			
76	Null			
77	Null			
78	Null			
79	Null			
80	Null			
81	X	Alpha / Numeric	1	'x' character at end of line.

Table L-1k eVS Destination Entry Summary and Detail Records

This summary (S1) record will describe the fields for the Destination Entry Adjustment. There will be one adjustment/one mail class per file.

Position	Field Name	Data Type	Size (Bytes)	Definition
1	Record Type	Alphanumeric	2	S1
2	Master Mailer ID	Alphanumeric	9	
3	File Version ID	Alphanumeric	3	010

eVS Reconciliation Extract Destination Entry Eligibility Summary Record

Position	Field Name	Data Type	Size (Bytes)	Definition
4	null			
5	Document ID	Alphanumeric	4	210
6	Record Position	Alphanumeric	2	00
7	Usage Indicator	Alphanumeric	2	"DE" – Destination Entry Eligibility Adjustment
8	Reporting Year/Month	Alphanumeric	6	YYYYMM
9	CAPS Transaction ID	Alphanumeric	19	
10	CAPS Transaction Status Code	Alphanumeric	10	
11	null			
12	null			
13	Mail Class Code	Alphanumeric	2	
14	null			
15	null			
16	Mail Class Adj Amt Actual	Numeric (12,4)	12	if business type indicator is "A", this field contains the actual amount, else null
17	Mail Class Adj Amt Proposed	Numeric (12,4)	12	if business type indicator is not "A", this field contains the proposed amount, else null
18	Total Pieces of Mailing	Numeric (12,4)	12	
19	Total eVS Manifest Postage Paid	Numeric (12,4)	12	
20	null			
21	null			
22	null			
23	x	Alphanumeric	1	'x' character at end of line.

The corresponding detail (D1) record will describe the fields for the Destination Entry Adjustment. There will be zero to many records per file.

eVS Reconciliation Extract Destination Entry Eligibility Detail Record

Position	Field Name	Data Type	Size (Bytes)	Definition
1	Record Type	Alphanumeric	2	D1
2	Master Mailer ID	Alphanumeric	9	
3	File Version ID	Alphanumeric	3	010
4	null			
5	Document ID	Alphanumeric	4	210
6	Record Position	Alphanumeric	2	00
7	Usage Indicator	Alphanumeric	2	"DE" – Destination Entry Eligibility Adjustment
8	Package Identification Code (PIC)	Alphanumeric	34	
9	Piece Mailer ID	Alphanumeric	9	
10	Customer Reference Number	Alphanumeric	30	
11	Customer Manifest Transaction ID	Alphanumeric	12	
12	Main EFN	Alphanumeric	34	
13	Sub EFN	Alphanumeric	34	
14	Date of Mailing	Alphanumeric	8	YYYYMMDD
15	null			
16	null			
17	null			
18	null			
19	null			
20	Manifest Package Destination ZIP	Alphanumeric	5	
21	null			

Appendix L: Monthly Reconciliation Extract

Position	Field Name	Data Type	Size (Bytes)	Definition
	eVS Reconciliation Extract Destination Entry Eligibility Detail Record			
22	Entry Facility ZIP	Alphanumeric	5	
23	Manifest Mail Class	Alphanumeric	2	
24	Destination Entry Default Mail Class	Alphanumeric	2	
25	null			
26	null			
27	Manifest Processing Category	Alphanumeric	1	
28	null			
29	Mailer Routing Barcode	Alphanumeric	1	
30	null			
31	null			
32	Manifest Weight	Numeric (12,4)	12	
33	null			
34	null			
35	null			
36	null			
37	null			
38	null			
39	null			
40	null			
41	null			
42	null			
43	eVS Manifest Destination Rate Indicator	Alphanumeric	1	[originally Mailer]
44	Destination Entry Default Destination Rate Indicator	Alphanumeric	1	
45	eVS Manifest Rate Indicator	Alphanumeric	2	[originally Mailer]
46	eVS Destination Entry Default Rate Indicator	Alphanumeric	2	Rate indicator based on destination entry eligibility.
47	null			
48	null			
49	eVS Calculated Zone	Alphanumeric	2	
50	null			
51	null			
52	Mailer manifested postage	Numeric (12,4)	12	
53	eVS Destination Entry Default Postage Amount	Numeric (12,4)	12	
54	USPS eVS Manifest Recalculated Postage Paid	Numeric (12,4)	12	
55	eVS Destination Entry Additional Postage Due	Numeric (12,4)	12	
56	Extra Service Code – 1st Service	Alphanumeric	3	
57	Manifest Fee Amt for 1st Extra Service	Numeric (12,4)	12	
58	null			
59	Extra Service Code – 2nd Service	Alphanumeric	3	

Position	Field Name	Data Type	Size (Bytes)	Definition
	eVS Reconciliation Extract Destination Entry Eligibility Detail Record			
60	Manifest Fee Amt for 2nd Extra Service	Numeric (12,4)	12	
61	null			
62	Extra Service Code – 3rd Service	Alphanumeric	3	
63	Manifest Fee Amt for 3rd Extra Service	Numeric (12,4)	12	
64	null			
65	Extra Service Code – 4th Service	Alphanumeric	3	
66	Manifest Fee Amt for 4th Extra Service	Numeric (12,4)	12	
67	null			
68	Extra Service Code – 5th Service	Alphanumeric	3	
69	Manifest Fee Amt for 5th Extra Service	Numeric (12,4)	12	
70	null			
71	null			
72	null			
73	null			
74	null			
75	null			
76	null			
77	null			
78	null			
79	null			
80	null			
81	x	Alphanumeric	1	'x' character at end of line.

Table L-1I eVS IMpb Noncompliance Summary and Detail Records

This summary (S1) record will describe the fields for the IMpb Noncompliance Adjustment. There will be one adjustment/one mail class per file.

Position	Field Name	Data Type	Size (Bytes)	Definition
	eVS Reconciliation Extract IMpb Noncompliance Summary Record			
1	Record Type	Alphanumeric	2	S1
2	Master Mailer ID	Alphanumeric	9	
3	File Version ID	Alphanumeric	3	010
4	null			
5	Document ID	Alphanumeric	4	210
6	Record Position	Alphanumeric	2	00
7	Usage Indicator	Alphanumeric	2	"IM" – IMpb Noncompliance Adjustment
8	Reporting Year/Month	Alphanumeric	6	YYYYMM
9	CAPS Transaction ID	Alphanumeric	19	
10	CAPS Transaction Status Code	Alphanumeric	10	
11	null			
12	null			
13	Mail Class Code	Alphanumeric	2	
14	null			
15	null			
16	Mail Class Adj Amt Actual	Numeric (12,4)	12	if business type indicator is "A", this field contains the actual amount, else null

Appendix L: Monthly Reconciliation Extract

eVS Reconciliation Extract IMpb Noncompliance Summary Record

Position	Field Name	Data Type	Size (Bytes)	Definition
17	Mail Class Adj Amt Proposed	Numeric (12,4)	12	if business type indicator is not "A", this field contains the proposed amount, else null
18	Total Pieces of Mailing	Numeric (12,4)	12	
19	Total eVS Manifest Postage Paid	Numeric (12,4)	12	
20	null			
21	null			
22	null			
23	x	Alphanumeric	1	'x' character at end of line.

The corresponding detail (D1) record will describe the fields for the IMpb Noncompliance Adjustment. There will be zero to many records per file.

eVS Reconciliation Extract IMpb Noncompliance Detail Record

Position	Field Name	Data Type	Size (Bytes)	Definition
1	Record Type	Alphanumeric	2	D1
2	Master Mailer ID	Alphanumeric	9	
3	File Version ID	Alphanumeric	3	010
4	null			
5	Document ID	Alphanumeric	4	210
6	Record Position	Alphanumeric	2	00
7	Usage Indicator	Alphanumeric	2	"IM" – IMpb Noncompliance Adjustment
8	Package Identification Code (PIC)	Alphanumeric	34	
9	Piece Mailer ID	Alphanumeric	9	
10	Customer Reference Number	Alphanumeric	30	
11	Customer Manifest Transaction ID	Alphanumeric	12	
12	Main EFN	Alphanumeric	34	
13	Sub EFN	Alphanumeric	34	
14	Date of Mailing	Alphanumeric	8	YYYYMMDD
15	null			
16	null			
17	null			
18	null			
19	null			
20	Manifest Package Destination ZIP	Alphanumeric	5	
21	null			
22	Entry Facility ZIP	Alphanumeric	5	
23	Manifest Mail Class	Alphanumeric	2	
24	Destination Entry Default Mail Class	Alphanumeric	2	
25	null			
26	null			
27	Manifest Processing Category	Alphanumeric	1	
28	null			
29	Mailer Routing Barcode	Alphanumeric	1	
30	null			
31	null			
32	Manifest Weight	Numeric (12,4)	12	
33	null			

Position	Field Name	Data Type	Size (Bytes)	Definition
34	null			
35	null			
36	null			
37	null			
38	null			
39	null			
40	null			
41	null			
42	null			
43	eVS Manifest Destination Rate Indicator	Alphanumeric	1	[originally Mailer]
44	Destination Entry Default Destination Rate Indicator	Alphanumeric	1	
45	eVS Manifest Rate Indicator	Alphanumeric	2	[originally Mailer]
46	eVS Destination Entry Default Rate Indicator	Alphanumeric	2	Rate indicator based on destination entry eligibility.
47	null			
48	null			
49	eVS Calculated Zone	Alphanumeric	2	
50	null			
51	null			
52	null			
53	eVS Destination Entry Default Postage Amount	Numeric (12,4)	12	
54	USPS eVS Manifest Recalculated Postage Paid	Numeric (12,4)	12	
55	eVS Destination Entry Additional Postage Due	Numeric (12,4)	12	
56	Extra Service Code – 1st Service	Alphanumeric	3	
57	Manifest Fee Amt for 1st Extra Service	Numeric (12,4)	12	
58	null			
59	Extra Service Code – 2nd Service	Alphanumeric	3	
60	Manifest Fee Amt for 2nd Extra Service	Numeric (12,4)	12	
61	null			
62	Extra Service Code – 3rd Service	Alphanumeric	3	
63	Manifest Fee Amt for 3rd Extra Service	Numeric (12,4)	12	
64	null			
65	Extra Service Code – 4th Service	Alphanumeric	3	
66	Manifest Fee Amt for 4th Extra Service	Numeric (12,4)	12	
67	null			
68	Extra Service Code – 5th Service	Alphanumeric	3	

eVS Reconciliation Extract IMpb Noncompliance Detail Record				
Position	**Field Name**	**Data Type**	**Size (Bytes)**	**Definition**
69	Manifest Fee Amt for 5th Extra Service	Numeric (12,4)	12	
70	null			
71	IMpb Noncompliance Code	Alphanumeric	2	
72	null			
73	null			
74	null			
75	null			
76	null			
77	null			
78	null			
79	null			
80	null			
81	x	Alphanumeric	1	'x' character at end of line.

Appendix M: ISO Country Codes

This list states the **country names** (official short names **in English**) in alphabetical order as given in ISO 3166-1 **and** the corresponding **ISO 3166-1-alpha-2 code elements**.

This list is updated whenever a change to the official code list in ISO 3166-1 is effected by the ISO 3166/MA.

Country names	ISO 3166-1-alpha-2 code
AFGHANISTAN	AF
ALAND ISLANDS	AX
ALBANIA	AL
ALGERIA	DZ
AMERICAN SAMOA	AS
ANDORRA	AD
ANGOLA	AO
ANGUILLA	AI
ANTARCTICA	AQ
ANTIGUA AND BARBUDA	AG
ARGENTINA	AR
ARMENIA	AM
ARUBA	AW
AUSTRALIA	AU
AUSTRIA	AT
AZERBAIJAN	AZ
BAHAMAS	BS
BAHRAIN	BH
BANGLADESH	BD
BARBADOS	BB
BELARUS	BY
BELGIUM	BE

Appendix M: ISO Country Codes

Country names	ISO 3166-1-alpha-2 code
BELIZE	BZ
BENIN	BJ
BERMUDA	BM
BHUTAN	BT
BOLIVIA, PLURINATIONAL STATE OF	BO
BONAIRE, SINT EUSTATIUS AND SABA	BQ
BOSNIA AND HERZEGOVINA	BA
BOTSWANA	BW
BOUVET ISLAND	BV
BRAZIL	BR
BRITISH INDIAN OCEAN TERRITORY	IO
BRUNEI DARUSSALAM	BN
BULGARIA	BG
BURKINA FASO	BF
BURUNDI	BI
CAMBODIA	KH
CAMEROON	CM
CANADA	CA
CAPE VERDE	CV
CAYMAN ISLANDS	KY
CENTRAL AFRICAN REPUBLIC	CF
CHAD	TD
CHILE	CL
CHINA	CN
CHRISTMAS ISLAND	CX
COCOS (KEELING) ISLANDS	CC
COLOMBIA	CO

Country names	ISO 3166-1-alpha-2 code
COMOROS	KM
CONGO	CG
CONGO, THE DEMOCRATIC REPUBLIC OF THE	CD
COOK ISLANDS	CK
COSTA RICA	CR
COTE D'IVOIRE	CI
CROATIA	HR
CUBA	CU
CURACAO	CW
CYPRUS	CY
CZECH REPUBLIC	CZ
DENMARK	DK
DJIBOUTI	DJ
DOMINICA	DM
DOMINICAN REPUBLIC	DO
ECUADOR	EC
EGYPT	EG
EL SALVADOR	SV
EQUATORIAL GUINEA	GQ
ERITREA	ER
ESTONIA	EE
ETHIOPIA	ET
FALKLAND ISLANDS (MALVINAS)	FK
FAROE ISLANDS	FO
FIJI	FJ
FINLAND	FI
FRANCE	FR

Country names	ISO 3166-1-alpha-2 code
FRENCH GUIANA	GF
FRENCH POLYNESIA	PF
FRENCH SOUTHERN TERRITORIES	TF
GABON	GA
GAMBIA	GM
GEORGIA	GE
GERMANY	DE
GHANA	GH
GIBRALTAR	GI
GREECE	GR
GREENLAND	GL
GRENADA	GD
GUADELOUPE	GP
GUAM	GU
GUATEMALA	GT
GUERNSEY	GG
GUINEA	GN
GUINEA-BISSAU	GW
GUYANA	GY
HAITI	HT
HEARD ISLAND AND MCDONALD ISLANDS	HM
HOLY SEE (VATICAN CITY STATE)	VA
HONDURAS	HN
HONG KONG	HK
HUNGARY	HU
ICELAND	IS
INDIA	IN

Country names	ISO 3166-1-alpha-2 code
INDONESIA	ID
IRAN, ISLAMIC REPUBLIC OF	IR
IRAQ	IQ
IRELAND	IE
ISLE OF MAN	IM
ISRAEL	IL
ITALY	IT
JAMAICA	JM
JAPAN	JP
JERSEY	JE
JORDAN	JO
KAZAKHSTAN	KZ
KENYA	KE
KIRIBATI	KI
KOREA, DEMOCRATIC PEOPLE'S REPUBLIC OF	KP
KOREA, REPUBLIC OF	KR
KUWAIT	KW
KYRGYZSTAN	KG
LAO PEOPLE'S DEMOCRATIC REPUBLIC	LA
LATVIA	LV
LEBANON	LB
LESOTHO	LS
LIBERIA	LR
LIBYAN ARAB JAMAHIRIYA	LY
LIECHTENSTEIN	LI
LITHUANIA	LT
LUXEMBOURG	LU

Appendix M: ISO Country Codes

Country names	ISO 3166-1-alpha-2 code
MACAO	MO
MACEDONIA, THE FORMER YUGOSLAV REPUBLIC OF	MK
MADAGASCAR	MG
MALAWI	MW
MALAYSIA	MY
MALDIVES	MV
MALI	ML
MALTA	MT
MARSHALL ISLANDS	MH
MARTINIQUE	MQ
MAURITANIA	MR
MAURITIUS	MU
MAYOTTE	YT
MEXICO	MX
MICRONESIA, FEDERATED STATES OF	FM
MOLDOVA, REPUBLIC OF	MD
MONACO	MC
MONGOLIA	MN
MONTENEGRO	ME
MONTSERRAT	MS
MOROCCO	MA
MOZAMBIQUE	MZ
MYANMAR	MM
NAMIBIA	NA
NAURU	NR
NEPAL	NP
NETHERLANDS	NL

Country names	ISO 3166-1-alpha-2 code
NEW CALEDONIA	NC
NEW ZEALAND	NZ
NICARAGUA	NI
NIGER	NE
NIGERIA	NG
NIUE	NU
NORFOLK ISLAND	NF
NORTHERN MARIANA ISLANDS	MP
NORWAY	NO
OMAN	OM
PAKISTAN	PK
PALAU	PW
PALESTINIAN TERRITORY, OCCUPIED	PS
PANAMA	PA
PAPUA NEW GUINEA	PG
PARAGUAY	PY
PERU	PE
PHILIPPINES	PH
PITCAIRN	PN
POLAND	PL
PORTUGAL	PT
PUERTO RICO	PR
QATAR	QA
REUNION	RE
ROMANIA	RO
RUSSIAN FEDERATION	RU
RWANDA	RW

Appendix M: ISO Country Codes

Country names	ISO 3166-1-alpha-2 code
SAINT BARTHELEMY	BL
SAINT HELENA, ASCENSION AND TRISTAN DA CUNHA	SH
SAINT KITTS AND NEVIS	KN
SAINT LUCIA	LC
SAINT MARTIN (FRENCH PART)	MF
SAINT PIERRE AND MIQUELON	PM
SAINT VINCENT AND THE GRENADINES	VC
SAMOA	WS
SAN MARINO	SM
SAO TOME AND PRINCIPE	ST
SAUDI ARABIA	SA
SENEGAL	SN
SERBIA	RS
SEYCHELLES	SC
SIERRA LEONE	SL
SINGAPORE	SG
SINT MAARTEN (DUTCH PART)	SX
SLOVAKIA	SK
SLOVENIA	SI
SOLOMON ISLANDS	SB
SOMALIA	SO
SOUTH AFRICA	ZA
SOUTH GEORGIA AND THE SOUTH SANDWICH ISLANDS	GS
SPAIN	ES
SRI LANKA	LK
SUDAN	SD
SURINAME	SR

Country names	ISO 3166-1-alpha-2 code
SVALBARD AND JAN MAYEN	SJ
SWAZILAND	SZ
SWEDEN	SE
SWITZERLAND	CH
SYRIAN ARAB REPUBLIC	SY
TAIWAN, PROVINCE OF CHINA	TW
TAJIKISTAN	TJ
TANZANIA, UNITED REPUBLIC OF	TZ
THAILAND	TH
TIMOR-LESTE	TL
TOGO	TG
TOKELAU	TK
TONGA	TO
TRINIDAD AND TOBAGO	TT
TUNISIA	TN
TURKEY	TR
TURKMENISTAN	TM
TURKS AND CAICOS ISLANDS	TC
TUVALU	TV
UGANDA	UG
UKRAINE	UA
UNITED ARAB EMIRATES	AE
UNITED KINGDOM	GB
UNITED STATES	US
UNITED STATES MINOR OUTLYING ISLANDS	UM
URUGUAY	UY
UZBEKISTAN	UZ

Appendix M: ISO Country Codes

Country names	ISO 3166-1-alpha-2 code
VANUATU	VU
VATICAN CITY STATE	see *HOLY SEE*
VENEZUELA, BOLIVARIAN REPUBLIC OF	VE
VIET NAM	VN
VIRGIN ISLANDS, BRITISH	VG
VIRGIN ISLANDS, U.S.	VI
WALLIS AND FUTUNA	WF
WESTERN SAHARA	EH
YEMEN	YE
ZAMBIA	ZM
ZIMBABWE	ZW

Appendix N: Refund Request, Joint Review Request, and Dispute Queue

1. **Must be assigned as VAE in Business Customer Gateway (BCG) to gain access to Joint Review Request or Refund Request.**

- **VAE Assignment:**
  - **Login to Business Customer Gateway (BCG)**
  - **CLICK (on the left menu) MANAGE ACCOUNT**
  - **4 Tabs will display on the top—CLICK MANAGE SERVICES**
  - **For customers with multiple locations-select the CRID in the top location box drop down that the eVS permit is linked to (circled)**

- **Verification Assessment Evaluator (PostalOne!) VAE is at the bottom**
- **Click the blue button to the right GET ACCESS**
- **Then you see this confirmation**

2.   Log in to eVS landing page:

2.1   To get to your eVS landing page, first log into BCG:
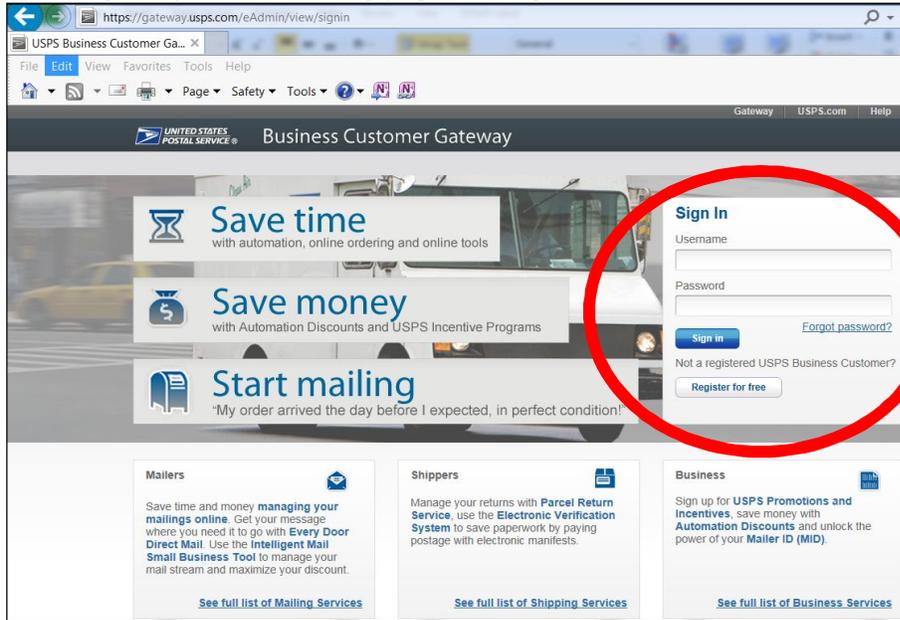
2.2   Next click on the Shipping Services Tab and then select eVS:
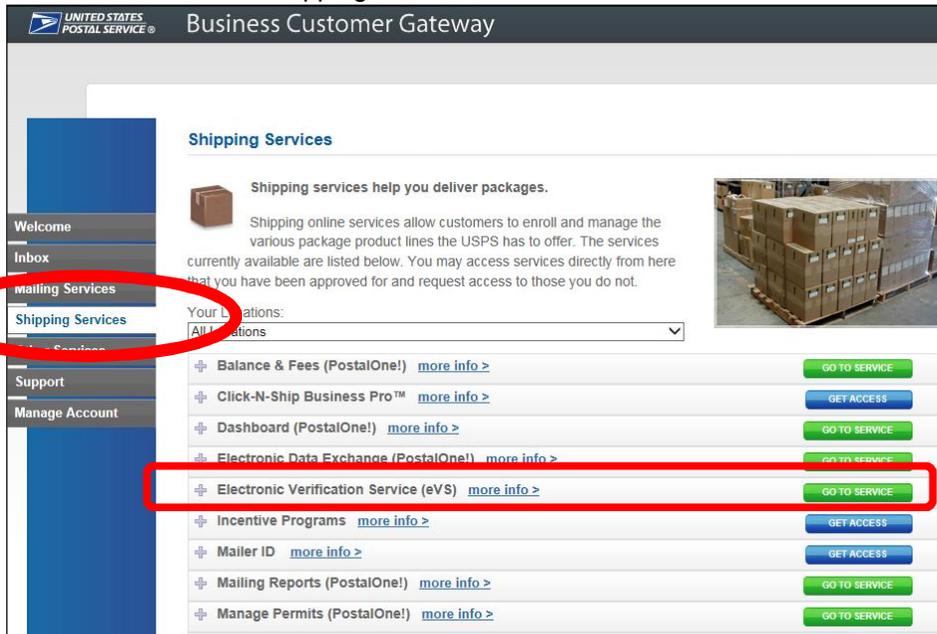
2.3   From the eVS landing page, user can click on either "Submit Refund Request" link, "Joint Review Request" link, or "Dispute Queue" link:

3.   Refund Request:

3.1   Once the Refund Request is selected from the landing page, the user can provide information, attach files and submit the Refund from the Refund Request home page:

3.2   After the Refund Request is submitted, the VAE will receive an email confirmation with a case number assigned.

From: SYSTEM_GENERATED@usps.gov
[mailto:SYSTEM_GENERATED@usps.gov]
Sent: Thursday, February 05, 2015 2:05 PM
To:
Subject: Refund Request Received

Case #: 82

3.3   The VAE can use the case number to monitor the case status in the Dispute Queue or provide additional information as needed by clicking on the Case Number hyperlink.

3.4   The VAE can monitor the case status or attach a new attachment to support an existing case without having to open a new request:

3.5   The VAE can enter Comments or attach any additional files to support the existing case:

4.   Joint Review Request:

4.1   Once the Joint Review Request is selected from the landing page, user can provide information, attach files and submit the request from the Joint Review Request home page:

4.2   After the Joint Review Request is submitted, the VAE will receive an email confirmation with a case number assigned.

-----Original Message-----
From: SYSTEM_GENERATED@usps.gov
[mailto:SYSTEM_GENERATED@usps.gov]
Sent: Monday, February 09, 2015 2:05 PM
To:
Subject: Joint Review Request Received

Case #: 83

4.3   The VAE can use the case number to monitor the case status in the Dispute Queue or provide additional information as needed by clicking on the Case Number hyperlink.

4.4   The VAE can monitor the case status or attach a new attachment to support an existing case without having to open a new request:

4.5   The VAE can enter Comments or attach any additional files to support the existing case:

Appendix O: eVS Sampling Compliance Report

eVS Sampling Compliance Report is now available in PostalOne! And approval via eAccess is required to access this report. There are two types of access level: "eVS Sampler" allows users a read-only access to the report and "eVS Sampler Admin" allows users to provide responses to the report. Once approved, eVS Sampling Compliance Report can be accessed from the hyperlink on the blue bar left hand side of the PostalOne! Screen. The information on this report is updated daily.

1. Request access via eAccess:
   a. First select *PostalOne!*
   b. Then select "Yes" for the fourth question under ***PostalOne! Access Request Form***

Do you need access to e-VS/PRS?*	Yes	⌄	?

   c. Under the eVS/PRS Section, select "Yes" to the first question for "eVS Sampler" access, or select "Yes" to both questions for "eVS Sampler Admin" access

e-VS / PRS

Please answer Yes or No to all questions below. You are permitted to request access to both.

Do you want access to e-VS/PRS sampling plans and reports?*	Yes	⌄	?
Do you need access to e-VS/PRS sampling administration?*	Yes	⌄	?

2. Example of 'eVS Sampler' Report:

Facility	Site ID	Entry Facility ZIP	Mail Type	Mailer	Manifest Volume	Sampled Volume	Samples Required	Program	Sample Source	Compliance Percentage	Compliance Rating
ATLANTA NDC	30Z	30369	DNDC		332	0	70	EVS	IMD	0.00 %	Noncompliant
BROCKTON	023	02301	DSCF, ORIGIN		42478	0	70	EVS	IMD	0.00 %	Noncompliant
CAROL STREAM	601	60199	DSCF		283	0	20	PRS	IMD	0.00 %	Noncompliant
COLUMBUS	430	43218	DSCF		456	0	20	PRS	IMD	0.00 %	Noncompliant
DALLAS	752	75398	DNDC		1122	0	70	EVS	IMD	0.00 %	Noncompliant
DENVER	800	80266	DNDC, DSCF, ORIGIN		38571	0	70	EVS	IMD	0.00 %	Noncompliant
FISHERS	46038	46038	DDU		327	0	20	PRS	IMD	0.00 %	Noncompliant
FORT WORTH	760	76161	DDU, DNDC, DSCF		44209	0	70	EVS	IMD	0.00 %	Noncompliant

3. Example of 'eVS Sampler Admin' report:

Facility	Site ID	Entry Facility ZIP	Mail Type	Mailer	Manifest Volume	Sampled Volume	Samples Required	Program	Sample Source	Compliance Percentage	Compliance Rating
ATLANTA NDC	30Z	30369	DNDC		332	0	70	EVS	IMD	0.00 %	Noncompliant
FISHERS	46038	46038	DDU		327	0	20	PRS	IMD	0.00 %	Noncompliant
HOWARD CITY	49329	49329	ORIGIN		280	0	70	EVS	IMD	0.00 %	Noncompliant
JACKSONVILLE NDC	32Z	32099	DDU, DNDC, ORIGIN		338	0	70	EVS	IMD	0.00 %	Noncompliant
LEES SUMMIT	64063	64063	ORIGIN		251	0	70	EVS	IMD	0.00 %	Noncompliant
MINNEAPOLIS SAINT PAUL NDC	55Z	55121	DDU, DNDC, DSCF		32648	0	70	EVS	IMD	0.00 %	Noncompliant

4. <u>eVS Sampler Admin users can click on the 'Noncompliant' hyperlink to provide the response for any Noncompliant sites:</u>

Appendix P: Terms and Definitions

The following eVS Terms and Definitions are provided to promote understanding of the eVS program. This list is not inclusive and may be updated as needed.

Detail Record – This is a record within in the eVS file that provides the details for each package for payment. There must be a detail record for every package in the mailing.

Duplicate packages – Multiple eVS package(s) with the same PIC used within the 120-day window.

EFN - Electronic File Number must be unique for a period of 120 day and is located in the header record of the eVS file.

eVS landing page – This is the monthly account summary page; the first page launched when a customer logs onto their eVS account.

Header Record – This is the first record in the eVS file that identifies the mailer information and eVS Electronic File Number (EFN).

Manifest Errors – A manifest error occurs when a file is received with detail or header records that have incorrect rate ingredients and cannot be processed. Mailers have the ability to correct these errors for proper postage payment.

Master MID – The master MID is used for file transmissions from the eVS mailer and must be the MID used in the EFN submitted for all eVS files.

Master Permit Imprint Account – The master permit account number is selected and identified during the application process. This account is used to collect postage for any adjustments due to postage adjustment factors, unmanifested packages, mis-shipped packages, manifest errors or duplicate packages.

MID – Mailer Identification Number is a unique number that identifies the eVS mailer or the eVS mailer's client. Each eVS mailer must have a single master MID and may have multiple package MIDs. The MID is assigned for exclusive use on eVS packages and when used on packages requires payment of postage through eVS.

MID tool – The MID tool is the application on the Business Customer Gateway used by customers to obtain MIDs for use in eVS.

Missing Manifest – Pieces that have been sampled for which there has not been an associated manifest file received appear on the missing manifest report and will be charged as unmanifested if no manifest files are received for these packages.

Permit Imprint Account – The eVS applicant must establish a unique permit imprint account number used exclusively for eVS. This account is used for postage payment in eVS.

Postage Adjustment Factor (PAF) – This factor is calculated by dividing the actual postage of pieces sampled by the recalculated manifest postage of the pieces sampled. If this results in underpayment of more than 1.5%, a PAF will be due for the mail class that is underpaid.

Rate Ingredients – The details in the manifest file used determine the price of the package; these ingredients include mail class/product, weight, processing category, dimensions and zones as needed by mail class/product.

Unmanifested packages – Packages for which the USPS has scan events and no associated manifest are considered unmanifested. These packages are displayed in the unmanifested report and eVS mailers have the opportunity to manifest these packages.

Appendix Q: Abbreviations

The following abbreviations are used within Publication 205.

BCG	Business Customer Gateway
BSA	Business Services Administrator
CAPS	Centralized Account Processing System
CRID	Customer Registration ID
DDU	Destination Delivery Unit
DNDC	Destination Network Distribution Center
DMM	Domestic Mail Manual
DSCF	Destination Sectional Center Facility
EDI	Electronic Data Interchange
EFN	Electronic File Number
eVS	Electronic Verification System
FAST	Facility Access & Shipment Tracking
IMpb	Intelligent Mail Package Barcode
MID	Mailer ID
NCSC	National Customer Support Center
NDC	Network Distribution Center
PAF	Postage Adjustment Factor
PIC	Package Identification Code
PRS	Parcel Return Service
PTR	Product Tracking and Reporting (formerly known as Product Tracking and Reporting system (PTR))
RDU	Return Delivery Unit
SFTP	Secure File Transfer Protocol
STC	Service Type Code

Appendix Y: Recent Changes

Section	Date of update	Subsection	Summary of change
New information is bold and underlined throughout Publication 205. **Obsolete information is ~~grayed out and strikethrough~~ with a single line.**			
Section 2	March 2016	2.4.2	Added clarification on offshore mailing
Section 3	March 2016	3.3.6	Updated information on TEM
Appendix G	March 2016	Table G-10n	Updated rate ingredients for Padded Flat Rate Envelope
	March 2016	Table G-10f.1	Removed obsolete rate ingredients for Intra-NDC
Appendix H	March 2016	--	Added STCs 713, 730, 732
Appendix N	March 2016	1	Added VAE Assignment
Appendix X	March 2016	Appendix X	Removed Appendix X: Remap Information - 2016 Price Change
The following updates were made in the previous revision Jan 17, 2016:			
Pub. 205	Jan. 2016	---	Replaced Parcel Select Non-presort with Parcel Select Ground in all references
		---	Revised eVS Helpdesk phone instructions
Section 1	Jan. 2016	1.3.2	Added information on the Verification Assessment Evaluator
		1.3.3	Added information on fees, OMAS accounts, and requesting MIDs
Section 2	Jan. 2016	2.2.1	Updated information on RDU Pickup
		2.3.2	Added information on the Verification Assessment Evaluator and other information for consistency with 1.3.2
		2.3.3	Added information on fees and requesting MIDs
		2.3.8	Added information on Mis-sorted Packages
		2.3.9	Added information on FAST Appointments

Section	Date of update	Subsection	Summary of change
		2.4.2	Added information PRS manifesting requirements
Section 3	Jan. 2016	3.3.6	Replaced FTP-related instructions with PDX and SFTP
Section 4	Jan. 2016	4.3.2	Clarified language on Unmanifested Packages based on current automated processes
		4.3.4, 4.3.6	Updated pricing to reflect new weight range for First-Class Package Service
		4.3.10	Updated information on IMpb Noncompliance
		4.3.13 & 4.3.14	Combined Subsection 4.3.13 & 4.3.14 into one subsection
Section 6	Jan. 2016	6.3.22	Added information on IMpb Noncompliance Report
		6.4.1 & 6.4.2	Replaced FTP-related instructions with PDX
Appendix B	Jan. 2016	Exhibit 1	Revised eVS Mailer Application to reflect other policy and product updates
		Exhibit 2	Added new eVS Vendor Application
Appendix D	Jan. 2016	--	Updated information on IMpb Noncompliance and Refund Request; updated mis-shipped pricing to reflect new weight range for First-Class Package Service
Appendix E	Jan. 2016	--	Updated information on rounding
Appendix G	Jan. 2016	Table G-1b	Removed Critical Mail STCs: 760-771, 818
		Table G-2a, G-3, G-4, G-6, G-7, G-9b, and Table G-10	Removed Critical Mail
		Table G-5	Updated Rate Indicators for discontinue products. Removed AC, AF, AL, AS, C8, E8, E9, EE, U3, U5, UA, IC, 1Q, and 1R.
		Table G-8a	Removed Discount Type Codes D2, D3
		Table G-10a.1	Updated Rate Ingredients for FCPS to single-piece only
		Table G-10a.2, 10a.3	Removed Rate Ingredients for FSPS CPP/Retail
		Table G-10b.1	Updated Rate Ingredients for PM to discontinue Regional Rate Box C
		Table G-10b.2	Removed Rate Ingredients for Critical Mail
		Table G-10f.2	Removed Rate Ingredients for Parcel Select NDC/ONDC Presort
		Table G-10f.3	Name Changed Parcel Select Non-presort to Parcel Select Ground
		Table G-10j.1a Table G-10j.1b	Updated Rate Ingredients for PME to discontinue Flat Rate Box
		Table G-10k	Updated Rate Ingredients for PRS to discontinue PRS RNDC
		Table G-10m	Updated Rate Ingredients for PM International to

Section	Date of update	Subsection	Summary of change
			discontinue Regional Rate Box C
		Table G-10n	Updated Rate Ingredients for PME International to discontinue Flat Rate Box
Appendix J	Jan. 2016	--	Updated information on Priority Mail Open and Distribute in eVS
Appendix L	Jan. 2016	Table L-1l	Added IMpb Non-compliance Extract Records
Appendix M	Jan. 2016	--	Updated the ISO Country Codes Table
Appendix O	Jan. 2016	--	Added eVS Sampling Compliance Report
Appendix P	Jan. 2016	--	Renamed (previously known as Appendix O)
Appendix Q	Jan. 2016	--	Updated the abbreviations table; renamed (previously known as Appendix P)
Appendix X	Jan. 2016	--	Added eVS Rate Ingredients remap information to support 2016 Price Changes
Appendix Y	Jan. 2016	--	Renamed (previously known as Appendix Q)
The following updates were made in the previous revision June 5, 2015			
Pub 205	June 2015	--	Removed any references to SSF version 1.4 or 1.4c
Section 1	June 2015	1.3.3	Added clarification on establishing a new eVS permit imprint account
		1.3.5	Added eVS API
		1.4.5	Updated postage information on Zone Pricing to Canada
Section 2	June 2015	2.1	Updated PRS Overview
		2.3.3	Updated information on PRS account
Section 4	June 2015	4.3.4	Updated information on Mis-Shipped validation
		4.3.7	Updated information on Destination Entry validation
Appendix A	June 2015	--	Removed eVS Electronic File Layout
Appendix G	June 2015	Table G-1a	Updated information on retired 2-digit STCs
		Table G-1b	Updated information on retired 3-digit STCs. Added new STCs and ESCs combination
		Table G-9b	Updated information on retired ESCs. Added new ESCs
		Table G-1a through G-10k	Added Field Position information for 2.0 File version Detail Record 1
		Table G-10f.1	Updated Rate Ingredients for PS DSCF Machinable 5-digits

Section	Date of update	Subsection	Summary of change
Appendix M	June 2015	--	Added a note on ISO Country Codes shall no longer be used after 6/14/2015
The following updates were made in the previous revision February 12, 2015			
Pub 205	February 2015	--	Changed EFN/PICs uniqueness requirement from 180 days to 120 days
Section 3	February 2015	3.1.1, 3.1.2	Added clarification on different file versions transmission
Section 4	February 2015	4.3.8, 4.4	Added clarification on the calculation of Ineligible Content Adjustment
	February 2015	4.3.14	Updated information on Refund Request, Joint Review Request, and Dispute Queue
Appendix G	February 2015	Table G-1b	Added new STCs 026-032, 071, 147-149, 360, 154-156, 683-684, 693, 733-739
	February 2015	Table G-9b	Added new ESC 910
	February 2015	Table G-10n	Updated rate ingredients for Priority Mail Express Int'l Flat Rate Box
Appendix L	February 2015	Table L-1b, L-1e through L-1k	Added Mailer Manifested Postage to field position 52
Appendix N	February 2015	--	Added a new Appendix of information on Refund Request, Joint Review Request, and Dispute Queue
The following updates were made in the previous revision December 12, 2014			
Appendix A		SSF 2.0, SSF 1.7, SSF 1.6	Updated Processing Category Description, Content Rules and Limitations
Appendix G		Table G-1b	Added new STCs 137 - 142, 893 - 897
		Table G-10b.3	Updated rate ingredients for PMOD
		Table G-10f.3	Updated rate ingredients for PS - Nonpresort
		Table G-10f.4	Updated rate ingredients for PSLW
Appendix J		Table 3-digit STCs	Updated rate ingredients for PMOD
Appendix L		Table L-1c	Added Mailer Manifested Postage to field position 52
The following updates were made in the previous revision September 19, 2014			
Section 1	September 2014	1.3.1	Added Global Express Guaranteed
		1.3.2 – 1.3.6	Added information on Register for eVS Participation
		1.3.8	Updated eVS Participant Checklist
		1.4.3	Added clarification on eVS Container Placards

Appendix Y: Recent Changes

Section	Date of update	Subsection	Summary of change
		1.4.5	Added custom information for International Products
Section 2	September 2014	2.3.3	Added information on fee payment
		2.3.7	Updated PRS Participant Checklist
Section 3	September 2014	3.1.2	Added information on File Layout
		3.1.3	Added Detail Record 3 & 4
		3.2.2	Added clarification on Office of Mailing
		3.3.2	Added information on PDX
		3.3.5	Added information on duplicate EFNs
Section 4	September 2014	4.3.10	Added clarification on IMpb Assessment
		4.3.14	Added information on Dispute Queue
Section 6	September 2014	6.2.3 – 6.3.18	Added reference and hyperlink information to various eVS Reports on the landing page
Appendix A	September 2014	File v2.0, v1.7, v.1.6	Updated the file layout
Appendix B	September 2014	eVS Application	Updated Part A, C and G
Appendix D	September 2014	eVS Authorization	Added MIDs financial responsibility
Appendix G	September 2014	Table G-1.b	Removed STC 710, Added STC 701 & 714 for PME
		Table G-2.b to G-7, G10.a	Added Code PG for Global Express Guaranteed
		Table G-9.b	Add ESC 856, 867, 858
Appendix G	September 2014	Table G-10f.4	Added new rate ingredients for LW DSCF
		Table G-10.0	Added new rate ingredients for PG
Appendix H	September 2014	PME	Added STC 714, updated Sampled Labels