

For: State and County Offices

PS-3553, USPS Coding Accuracy Support System (CASS) Summary Report Delay

Approved by: Deputy Administrator, Farm Programs



1 Overview

A

Background

County Offices are provided PS-3553 every 6 months to use with bulk mailings to receive the maximum discounts. The CASS certification process compares customers' addresses entered by the County Office in the Service Center Information Management System (SCIMS) or the AS/400 "Other Name and Address" file to the USPS database. Addresses that match are assigned ZIP+4 codes and bar codes.

The CASS certification process will be delayed in October 2002 because of AS/400 software changes. The ZIP+4 Code process will be re-validated on or around November 1, 2002.

B

Purpose

This notice provides County Offices with:

- information about the delay of the re-validation of the current CASS Certificate
- critical information about the timing of AS/400 software installation.

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| Disposal Date | Distribution |
| May 1, 2003 | State Offices; State Offices relay to County Offices |

2 Delayed CASS Re-validation

A

National Re-validation

Because of AS/400 software changes the October 2002 CASS re-validation process will be delayed until late October or early November. County Offices will be unable to receive the automated discount rate until the re-validation process is completed and a new CASS certificate is issued.

Note: Base and yield notification letters do not qualify for the automated discounted rate because different information will be included in each letter.

B

AS/400 Release Nos. 10/11/12

KC-ITSDO is providing Service Center sites with an enhancement to AS/400 communication software supporting the SCIMS application and instructions for installation. This modification allows the processing of ZIP+4 files that contain multiple records within a single file. County Offices must ensure that AS/400 Release No. 10 and No. 11 have been installed before installing Release No. 12.

Important: Release No. 12 must be installed on Monday, October 7, 2002. The timing of this software installation is critical to the success of receiving SCIMS transmission record updates back to the legacy S/36 name and address file. County Offices will not receive any downloads from SCIMS as of October 7, 2002, unless AS/400 Release No. 12 has been loaded.
