

This job aid only applies to the Facility Profile in FAST.

Viewing Facility Profile Information Job Aid

Table of Contents

1. What Information is Available on the Facility Profile in FAST?2
2. How do I access the Facility Profile in FAST?2
3. How do I access the Facility Holiday Information?4
5. How do I Access Additional Facility Information?5
6. How do I Access Facility Critical Entry Times (CET) Information?7



1. What Information is Available on the Facility Profile in FAST?

The **Facilities** module in FAST grants users the capability to view Facility related information and displays the *Facility Profile*. The following information is displayed in the *Facility Profile* section of FAST:

- Facility specific information
 - Physical and operating characteristics of facilities
 - Hours of Operation
 - Facility Contact Information
 - Mail Discounts Information
 - Facility Constraints (ex. slots and volume for Standard and Package Services mail)
 - Facility Address
 - Facility Dock Information
 - Holidays
 - Additional Information
 - Default Facility Information
 - Non-Default Facility Information
- Critical Entry Times

2. How do I access the Facility Profile in FAST?

The *Facility Profile* can be accessed via the **Facilities** module in FAST. Users are able to search for the desired facility by Area, District or Facility. The following steps demonstrate how to access the Facility Profile by doing a search by Facility.

- 1. From the FAST Landing page, select the *Facilities* **Go** button.
- 2. From the FAST Facilities Landing page, select the *Facility Profile* **Go** button.
- 3. Facility Profile Selection page is displayed.
- 4. Select **Facility** in the Search By drop-down menu.
- 5. Click the **Submit** button to display the facility search criteria.

There are three search options when searching by Facility:

- 1. Select a state in the **State** drop down menu and CLICK **View Cities**. All city names for the state will be available in the **City** drop down. Once a city is identified, all facilities associated with the city name will be available for selection.
- 2. Enter the **NASS Code** for the facility and CLICK **Search**. If the NASS Code is not known, use option 1 or 3.
- 3. Enter the **Facility Name** and CLICK **Search**. Select the **Exclude Delivery Units** checkbox to exclude Delivery Units from the results for this search option.
- 6. Select a **Facility Name** hyperlink from the populated facilities on the bottom of the page after a search is complete.
- 7. *Facility Profile* page is displayed.

An image of the *Facility Profile* page is displayed on the following page.

Facility Access & Shipment Tracking (FAST) Facility Profile



POSTAL SERVICE. Home | Sign Out Facility Access and Shipment Tracking (FAST) Appointments Recurring Appointments Facility Access and Shipment Tracking (FAST) Facilities ▶ Facility **Facility Profile** Return to Previous Screen **Profiles** Holidays > Reports Additional Information Resources Origin Entry TEM Critical Entry Times > Name: NEW YORK Address: 341 9TH AVE RM 918 City: NEW YORK State: NY ZIP + 4: 101999701 District: New York Area: Northeast (B) Locale Key: V19160 Surface Visibility Site: Yes BMEU: Yes Facility Rating On: Yes Accept Drop Shipments: Yes NASS Code: 100 Drop Ship Coordinator Information Contact Name: Iris Mustafa Hours of Availability Test: 08:00 - 16:00 Phone Number: 212-330-3161 FAX Number: 212-330-3127 Email Address: iris.s.mustafa@usps.gov Alternate Drop Ship Contact Information Contact Name: Patrease McFarlane Hours of Availability: 07:00 - 15:30 Phone Number: 212-330-3400 FAX Number: 212-330-3127 Email Address: patrease.mcfarlane@usps.gov 24-Hour Telephone Number: 212-330-2770 BMEU Contact Information BMEU Manager: PERCIVAL PRINCE BMEU Manager Phone Number: 2123304227 BMEU Supervisor: JANE TORBINSKI BMEU Supervisor Phone Number: 2123302100 BMEU Public Phone Number(s): 2123304122 2123304125 BMEU Alternate Phone Number: 2123304122 Date Drop Ship Hours of BMEU Hours of Day Hours Operations Operation Thursday 08/05/2010 08:00-17:00 00:00-23:59 Closed Friday 08/06/2010 08:00-17:00 00:00-23:59 Closed 08/07/2010 08:00-17:00 Saturday 00:00-23:59 Closed Sunday 08/08/2010 08:00-17:00 00:00-23:59 Closed 08/09/2010 08:00-17:00 00:00-23:59 Monday Closed 08/10/2010 08:00-17:00 00:00-23:59 Closed Tuesdav Wednesday 08/11/2010 08:00-17:00 00:00-23:59 Closed Facility Directions There are no directions available for this facility at this time. The Dock is located on 10th Ave between West 29th & West 30th St, bays 1035 thru 1042. If trailer is 53" feet, driver must go Comments: across GW Bridge Facility Dock Height:4 ft. 0 in. Width:8 ft. 0 in. Depth:50 ft. 0 in. Facility Yard Information Maximum Truck Length:53 ft Truck Maneuverability:

UNITED STATES POSTAL SERVICE

3. How do I Access the Facility Holiday Information?

Users have the ability to view facility holiday information from the *Facility Profile* page.

- 1. Click on the **Holidays** button on the *Facility Profile* page.
- 2. Facility Holiday Information page is displayed.
- 3. Users can click on Previous Screen hyperlink to return to the *Facility Profile* page.

An image of the Facility Holiday Information page is displayed below.





4. How do I Access Additional Facility Information?

Users have the ability to view facility additional information from the *Facility Profile* page. The *Facility Profile-Additional Information* page provides information on the Zip/Carrier route the facility services, types of mail accepted and default facility information (may redirect mail to alternate facilities and may also receive redirected mail from other default facilities) and non-default facility information (may only receive redirected mail and not redirect to any other facility).

- 1. Click on the **Additional Information** button on the *Facility Profile* page.
- 2. Facility Profile-Additional Information page is displayed.
- 3. Users can click on **Previous Screen** hyperlink to return to the *Facility Profile* page.

An image of the *Facility Profile-Additional Information* page is displayed on the following page.

Facility Access & Shipment Tracking (FAST) Facility Profile



Return to Previous Screen Facility Profile - Additional Information Facility Name: 100053831-NEW YORK NEW YORK is the main processing facility for: DOU: 1008, 1016, 10179 ADD: 100-102, 104 ZPICarrier Route Service: SCF: 100-102 DOU: 1008, 1016, 10179 ADD: 100-102, 104 NEW YORK is also accepting the following mail: Export options: Download into Excel [VIP Printable Venion Interview 2 Printable Venion	Return to Provide Statem Facility Profile - Additional Information Return to Provide Statem Return to Provide Statem Return to Provide Statem Statement to Statement Statement Provide Statement Statement Statement Statement Statement Provide Statement Statement Statement Stateme			pinione	indoking (i	A01/	
Facility Name: 100053831-NEW YORK NEW YORK is the main processing facility for: ZPICarrier Rode Service: SCF: 100-102 DDU: 10098, 10161, 10179 ADC: 100-102, 104 NEW YORK is also accepting the following mail: Export options: Download into Excel View Printable Version Periodicals/Non-Machinable Y SCF 104 05/22/2009-12/81/2999 N/4 Periodicals/Non-Machinable N SCF 104 05/22/2009-12/81/2999 N/4 Periodicals (News)/Irregular Y SCF 104 05/22/2009-12/81/2999 N/4 Periodicals (News)/Irregular Y SCF 104 05/22/2009-12/81/2999 N/4 Periodicals (News)/Irregular Y SCF 104 05/22/2009-12/81/2999 N/4 Periodicals (News)/Irregular N SCF 104 05/22/2009-12/81/2999 N/4 Parcels N SCF 104 04/27/2009-12/81/2999 N/4 Parcels N SCF 104 04/27/2009-12/81/2999 N/4 Periodicals (News)/Irregular Parcels N SCF 104 05/22/2009-12/81/2999 N/4	Facility Name: 100053831-VEW YORK NEW YORK is the main processing facility for: ZPRCarrier Route Service: DOI: 1004, 1009, 100	Facility Profile - Addition	nal Info	ormation		Return to Previous	Sareen
NEW YORK is the main processing facility for: ZPiCarrier Route Service: SCF: 100-102 DDu: 1098; 1018; 10179 ADC: 100-102; 104 NEW YORK is also accepting the following mail: Export options: Download into Excel View Printable Version Periodicals/Non-Machinable Y SCF 104 05/22/2009-12/31/2999 N/A Periodicals/Non-Machinable Y SCF 104 05/22/2009-12/31/2999 N/A Periodicals/Non-Machinable Y SCF 104 05/22/2009-12/31/2999 N/A Periodicals (News)/Irregular Y SCF 104 05/22/2009-12/31/2999 N/A Periodicals (News)/Irregular Y SCF 104 05/22/2009-12/31/2999 N/A Periodicals (News)/Irregular N SCF 104 05/22/2009-12/31/2999 N/A Standard/Letters Y SCF 104 04/27/2009-12/31/2999 N/A Standard/Letters N SCF 104 04/27/2009-12/31/2999 N/A Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/A Perio	HEW YORK is the main processing facility for: ZP/Carrier Route Service: SCF. 100-102 DDI::::0004, 1019; 10179 ACC:::::00102, 1034 NEW YORK is allso accepting the following mail: Export options::::::::::::::::::::::::::::::::::::	Facility Name: 100053831-NEW Y	ORK				
DD:: 10081, 10179 ADC: 100-102, 104 HEW YORK is also accepting the following mail: Export options: Download into Excel VIP Printable Version Periodicals/Non-Machinable Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Non-Machinable Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Non-Machinable N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Non-Machinable N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Non-Machinable N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/News/Irregular Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Irregular N SCF 104 04/27/2009-12/31/2999 N/4 Standard/Letters N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Irregular Pa	DDU: 1008, 1078, 1079 ADC: 100-102, 104 NEW YORK is also accepting the following mail: Export options: Download into Excel Y Printable Version Periodicals/Non-Machinable Y SCF 104 05/22/009-12/31/2999 N/# Periodicals/Non-Machinable Y SCF 104 05/22/009-12/31/2999 N/# Periodicals/Non-Machinable N SCF 104 05/22/009-12/31/2999 N/# Periodicals (News)/Irregular Y SCF 104 05/22/009-12/31/2999 N/# Periodicals (News)/Irregular Y SCF 104 05/22/009-12/31/2999 N/# Periodicals (News)/Irregular N SCF 104 05/22/009-12/31/2999 N/# StandardLetters Y SCF 104 05/22/009-12/31/2999 N/# Periodicals (News)/Irregular Parcels N SCF 104 05/22/009-12/31/2999 N/# Periodicals (News)/Non- Machinable Parcels N SCF 104 05/22/009-12/31/2999 N/# Periodicals (News)/Non- Machinable Parcels N SCF 104 05/22/009-12/31/2999 N/# </td <td>NEW YORK is the main processing ZIP/Carrier Route Serviced:</td> <td>g facility SCF:</td> <td>for: 100-102</td> <td></td> <td></td> <td></td>	NEW YORK is the main processing ZIP/Carrier Route Serviced:	g facility SCF:	for: 100-102			
NEW YORK is also accepting the following mail: Export options: Download into Excel Vi≧ Printable Version CIN Group Pallet Discount ZIP/Carrier Route Effective Dates True Periodicals/Non-Machinable Y SCF 104 05/22/2009-12/31/2999 N/A Periodicals/Non-Machinable N SCF 104 05/22/2009-12/31/2999 N/A Periodicals (Non-Machinable N SCF 104 05/22/2009-12/31/2999 N/A Periodicals (News)/Irregular Y SCF 104 05/22/2009-12/31/2999 N/A Periodicals (News)/Irregular N SCF 104 04/27/2009-12/31/2999 N/A StandardLetters N SCF 104 06/22/2009-12/31/2999 N/A Periodicals (News)/Irregular Parcels N SCF 104 05/22/2009-12/31/2999	NEW YORK is also accepting the following mail: Export options: Download into Excel V Printable Version CIN Group Pailet CIPC arrier Route Effective Dates Target Periodicals/Non-Machinable Y SCF 104 05/22/2009-12/31/2999 N# Periodicals/Non-Machinable N SCF 104 05/22/2009-12/31/2999 N# Periodicals (News)/Irregular Y SCF 104 05/22/2009-12/31/2999 N# Periodicals (News)/Irregular N SCF 104 04/27/2009-12/31/2999 N# StandardLetters N SCF 104 04/27/2009-12/31/2999 N# Periodicals (Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N# Periodicals (Irregular Parcels N SCF 104 05/22/2009-12		DDU: ADC:	10099, 10161, 100-102, 104	10179		
Export options: Download into Excel [VIP Printable Version CIN Group Pailet CIN Group CIN Group <td>Export options: Download into Excel VIP Printable Venion Cold Discourt ZIPCarrier Route Serviced Effective Dates True Periodicals Non-Machinable Y SCF 104 05222009-12/31/2999 NVP Parcels Periodicals (News)/Inegular Y SCF 104 05222009-12/31/2999 NVP Parcels NVP Periodicals (News)/Inegular Y SCF 104 05222009-12/31/2999 NVP Parcels Periodicals (News)/Inegular Y SCF 104 05222009-12/31/2999 NVP Parcels NVP Parcels Periodicals (News)/Inegular N SCF 104 05222009-12/31/2999 NVP Parcels NVP Parcels Standard/Letters Y SCF 104 0427/2009-12/31/2999 NVP Parcels NVP Parcels Standard/Letters N SCF 104 0427/2009-12/31/2999 NVP Parcels NVP Parcels Periodicals (News)/Inegular Parcels N SCF 104 05/222009-12/31/2999 NVP Parcels Periodicals (News)/Non-Machinable Parcels N SCF 104 05/222009-12/31/2999 NVP Parcels Periodicals (News)/Non-Machinable Parcels N SCF 104 05/222009-12/31/2999 NVP Parcels/Instalte Parcels Periodicals (News)/Non-Machinable Parcels N SCF 104 05/22/2009-12/31/2999 NVP Machinable Parcels First (Prev (Page 1, 2, 3, 4, 5, 6, 7, 8 (News)/Non-Machinable Parcels N SCF 104 05/22/2009-12/31/2999 NVP Machinable Parcels First (Prev (Page 1, 2, 3, 4, 5, 6, 7, 8 (News)/Last Total (156 result) V Palletzer mail including "other containers", N - non-palletzer mail None: ZPPCarmer Route Serviced into Excel VIP Printa</td> <td>NEW YORK is also accepting the</td> <td>followin</td> <td>ng mail:</td> <td></td> <td></td> <td></td>	Export options: Download into Excel VIP Printable Venion Cold Discourt ZIPCarrier Route Serviced Effective Dates True Periodicals Non-Machinable Y SCF 104 05222009-12/31/2999 NVP Parcels Periodicals (News)/Inegular Y SCF 104 05222009-12/31/2999 NVP Parcels NVP Periodicals (News)/Inegular Y SCF 104 05222009-12/31/2999 NVP Parcels Periodicals (News)/Inegular Y SCF 104 05222009-12/31/2999 NVP Parcels NVP Parcels Periodicals (News)/Inegular N SCF 104 05222009-12/31/2999 NVP Parcels NVP Parcels Standard/Letters Y SCF 104 0427/2009-12/31/2999 NVP Parcels NVP Parcels Standard/Letters N SCF 104 0427/2009-12/31/2999 NVP Parcels NVP Parcels Periodicals (News)/Inegular Parcels N SCF 104 05/222009-12/31/2999 NVP Parcels Periodicals (News)/Non-Machinable Parcels N SCF 104 05/222009-12/31/2999 NVP Parcels Periodicals (News)/Non-Machinable Parcels N SCF 104 05/222009-12/31/2999 NVP Parcels/Instalte Parcels Periodicals (News)/Non-Machinable Parcels N SCF 104 05/22/2009-12/31/2999 NVP Machinable Parcels First (Prev (Page 1, 2, 3, 4, 5, 6, 7, 8 (News)/Non-Machinable Parcels N SCF 104 05/22/2009-12/31/2999 NVP Machinable Parcels First (Prev (Page 1, 2, 3, 4, 5, 6, 7, 8 (News)/Last Total (156 result) V Palletzer mail including "other containers", N - non-palletzer mail None: ZPPCarmer Route Serviced into Excel VIP Printa	NEW YORK is also accepting the	followin	ng mail:			
CIN Group Pailet Code Discount ZIP/Carrier Route Serviced Effective Dates True Leng Periodicals/Non-Machinable Parcels Y SCF 104 05/22/2009-12/31/2999 N/# Periodicals/Non-Machinable Parcels N SCF 104 05/22/2009-12/31/2999 N/# Periodicals (News)/Irregular Parcels Y SCF 104 05/22/2009-12/31/2999 N/# Periodicals (News)/Irregular Parcels Y SCF 104 05/22/2009-12/31/2999 N/# Standard/Letters Y SCF 104 05/22/2009-12/31/2999 N/# Standard/Letters Y SCF 104 04/27/2009-12/31/2999 N/# Periodicals/Irregular Parcels Y SCF 104 05/22/2009-12/31/2999 N/# Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/# Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/# Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999	CliN Group Patiet Code Discount ZIPCarrier Route Serviced Effective Dates True Lenge Periodicals Non-Machinable Parcels Y SCF 104 05/22/2009-12/31/2999 N/# Periodicals Non-Machinable Parcels N SCF 104 05/22/2009-12/31/2999 N/# Periodicals (News)/tregular Parcels Y SCF 104 05/22/2009-12/31/2999 N/# Periodicals (News)/tregular Parcels Y SCF 104 05/22/2009-12/31/2999 N/# Periodicals (News)/tregular Parcels N SCF 104 05/22/2009-12/31/2999 N/# Standard/Letters Y SCF 104 04/27/2009-12/31/2999 N/# Periodicals/Irregular Parcels Y SCF 104 05/22/2009-12/31/2999 N/# Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/# Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/# Periodicals/Irregular Parcels N SCF 104 05/22/2009	Export options: Download into Exc	<u>zel Vi</u>	Printable V	'ersion		
Periodicals/Non-Machinable Y SCF 104 05/22/2009-12/31/2999 N/# Periodicals/Non-Machinable N SCF 104 05/22/2009-12/31/2999 N/# Periodicals/Non-Machinable N SCF 104 05/22/2009-12/31/2999 N/# Periodicals (News)/Irregular Y SCF 104 05/22/2009-12/31/2999 N/# Periodicals (News)/Irregular N SCF 104 05/22/2009-12/31/2999 N/# Standard/Letters Y SCF 104 04/27/2009-12/31/2999 N/# Standard/Letters N SCF 104 04/27/2009-12/31/2999 N/# Periodicals/Irregular Parcels Y SCF 104 05/22/2009-12/31/2999 N/# Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999	Periodicals/Non-Machinable Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Non-Machinable N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Irregular Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Irregular Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Irregular N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Irregular N SCF 104 05/22/2009-12/31/2999 N/4 Standard/Letters Y SCF 104 04/27/2009-12/31/2999 N/4 Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- N SCF 104 05/22/2009-12/31/2999 N/4 Export options: Download into Excel VIP Printable Veraion Export options: Download into Exce	CIN Group	Pallet Code	Discount	ZIP/Carrier Route Serviced	Effective Dates	<u>Truc</u>
Periodicals/Non-Machinable N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Irregular Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Irregular N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Irregular N SCF 104 05/22/2009-12/31/2999 N/4 Standard/Letters Y SCF 104 04/27/2009-12/31/2999 N/4 Standard/Letters N SCF 104 04/27/2009-12/31/2999 N/4 Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999<	Periodicals/Non-Machinable N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Irregular Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Irregular N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Irregular N SCF 104 05/22/2009-12/31/2999 N/4 Standard/Letters Y SCF 104 04/27/2009-12/31/2999 N/4 Standard/Letters N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- N SCF 104 05/22/2009-12/31/2999 N/4 Export options: Download into Excel J V/A Printable Version First IPrev IPage 1,2,3,4,5,8,7,8 (NeuX)Last	Periodicals/Non-Machinable Parcels	Y	SCF	104	05/22/2009-12/31/2999	N/A
Periodicals (News)/Irregular Y SCF 104 05/22/2009-12/31/2999 N/# Periodicals (News)/Irregular N SCF 104 05/22/2009-12/31/2999 N/# Standard/Letters Y SCF 104 04/27/2009-12/31/2999 N/# Standard/Letters Y SCF 104 04/27/2009-12/31/2999 N/# Standard/Letters N SCF 104 04/27/2009-12/31/2999 N/# Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/# Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/# Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/# Periodicals (News)/Non- Machinable Parcels N SCF 104 05/22/2009-12/31/2999 N/# Export options: Download into Excel VIII Printable Version Total (158 results Total (158 results Parcels Y - palletized mall including "other containers", N = non-palletized mall N/# Total (158 results Note: ZIP/Carrier Route Sentoed on be 3-Digit ZIP Coose Andor 5-Digit ZIP Coose plus Carrier Route	Parcels Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Irregular N SCF 104 05/22/2009-12/31/2999 N/4 Parcels Y SCF 104 04/27/2009-12/31/2999 N/4 StandardLetters Y SCF 104 04/27/2009-12/31/2999 N/4 StandardLetters N SCF 104 04/27/2009-12/31/2999 N/4 Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- N SCF 104 05/22/2009-12/31/2999 N/4 Export options: Download into Excel VL ^A Printable Version Total (156 result) Export options: Download into Excel VL ^A	Periodicals/Non-Machinable	N	SCF	104	05/22/2009-12/31/2999	N/A
Periodicals (News)/Irregular N SCF 104 05/22/2009-12/31/2999 N/4 Standard/Letters Y SCF 104 04/27/2009-12/31/2999 N/4 Standard/Letters N SCF 104 04/27/2009-12/31/2999 N/4 Standard/Letters N SCF 104 12/01/2009-12/31/2999 N/4 Periodicals/Irregular Parcels Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- Machinable Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Export options: Download into Excel VI Printable Version N SCF 104 05/22/2009-12/31/2999 N/4 Export options: Download into Excel VI Printable Version Total (150 results Relet Code Legent: Y - palletzed mall including "other containers", N - non-palletized mall	Periodicals (News)/Irregular N SCF 104 05/22/2009-12/31/2999 N/4 Standard/Letters Y SCF 104 04/27/2009-12/31/2999 N/4 Standard/Letters N SCF 104 12/01/2009-12/31/2999 N/4 Periodicals/Irregular Parcels Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- N SCF 104 05/22/2009-12/31/2999 N/4 Export options: Download into Excel Vi≧ Printable Version Pallet Code Legent: Y - palletized mail including 'other containers'', N = non-palletized mail Note: ZIP/Carrier Route Serviced can be 3-Digit ZIP Code, S-Digit ZIP Code plus Carrier Route NEW YORK is directing mail including 'other containers'', N = non-palletized mail Note: ZIP/Carrier Route Serviced can be 3-Digit ZIP Code, S-Digit ZIP Code plus Carrier Route NEW YORK is directing mail to the following facilities: Export options: Download into Excel Vi≧ Printable Version Export options: Download into Excel Vi≧ Printable Version Export options: Download into Excel Vi≧ Printable Version	Periodicals (News)/Irregular Parcels	Y	SCF	104	05/22/2009-12/31/2999	N/A
Standard/Letters Y SCF 104 04/27/2009-12/31/2999 N/A Standard/Letters N SCF 104 12/01/2009-12/31/2999 N/A Periodicals/Irregular Parcels Y SCF 104 05/22/2009-12/31/2999 N/A Periodicals/Irregular Parcels Y SCF 104 05/22/2009-12/31/2999 N/A Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/A Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/A Periodicals (News)/Non- Machinable Parcels Y SCF 104 05/22/2009-12/31/2999 N/A Periodicals (News)/Non- Machinable Parcels N SCF 104 05/22/2009-12/31/2999 N/A Export options: Download into Excel VI [®] Printable Version First Prev Page 1,2,3,4,5,8,7,8 Ne: N Last Total (156 results Export options: Download into Excel VI [®] Printable Version Y - palletized mall including "other containers", N - non-palletized mall Pallet Code Legend: Y - palletized mall including "other containers", N - non-palletized mall Y - palletize	Standard/Letters Y SCF 104 04/27/2009-12/31/2999 N/4 Standard/Letters N SCF 104 12/01/2009-12/31/2999 N/4 Periodicals/Irregular Parcels Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- Machinable Parcels Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- Machinable Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Export options: Download into Excel VI Printable Version N/4 05/22/2009-12/31/2999 N/4 Export options: Download into Excel VI Printable Version Printable Version Total (150 result) Note: ZIP/Carrier Y - palletized mail including "other containers", N = non-palletized mail Note Netw YORK is directing mail to the following facilities: Export options: Download into Excel VI Printable Version Export options: Download into Excel VI Printable Version Effective Dates True	Periodicals (News)/Irregular Paroels	N	SCF	104	05/22/2009-12/31/2999	N/A
Standard/Letters N SCF 104 12/01/2009-12/31/2999 N/A Periodicals/Irregular Parcels Y SCF 104 05/22/2009-12/31/2999 N/A Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/A Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/A Periodicals (News)/Non- Machinable Parcels Y SCF 104 05/22/2009-12/31/2999 N/A Periodicals (News)/Non- Machinable Parcels N SCF 104 05/22/2009-12/31/2999 N/A Export options: Download into Excel Vill Printable Version First IPrev IPage 1.2.3.4.5.6.7.8 [NextMast Total (158 results) Export options: Download into Excel Vill Printable Version Pallet Code Legent: Y - palletized mall including "other containers", N - non-palletized mall Note: ZIP/Carrier Route Serviced can be 3-Digit ZIP Code, 5-Digit ZIP Code plus Carrier Route	Standard/Letters N SCF 104 1201/2009-12/31/2999 N/4 Periodicals/Irregular Parcels Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- Machinable Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- Machinable Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Export options: [News]/Non- Machinable Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Export options: [Download into Excel] Y SCF 104 05/22/2009-12/31/2999 N/4 Note: ZIP/Carrier Route Serviced can be 3-Digit ZIP root palletized mail Total (150 result) Total (150 result) Net: ZIP/Carrier Route Serviced can be 3-Digit ZIP Cooe, s-Digit ZIP Cooe plus Carrier Route True True NEW YORK is directing mail to the following facilities: Export options: [Download into Excel] Y Printable Version Export options: Download into Excel] Y Printable Version Serviced Effective Dates True No Records Found </td <td>Standard/Letters</td> <td>Y</td> <td>SCF</td> <td>104</td> <td>04/27/2009-12/31/2999</td> <td>N/A</td>	Standard/Letters	Y	SCF	104	04/27/2009-12/31/2999	N/A
Periodicals/Irregular Parcels Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- Machinable Parcels Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- Machinable Parcels Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- Machinable Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Export options: Download into Excel VIII Printable Version First (Prev (Page 1, 2, 3, 4, 5, 6, 7, 8) (Nex)) Last Total (156 results) Pallet Code Legent: Y - palletized mall including "other containers", N - non-palletized mall Non-palletized mall Note: ZIP/Carrier Route Serviced can be 3-Digit ZIP Code and/or 5-Digit ZIP Code plus Carrier Route SCF Non-palletized mall	Periodicals/Irregular Parcels Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- Machinable Parcels Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- Machinable Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- Machinable Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Export options: Download into Excel Vi Printable Version First (Prev (Page 1, 2, 3, 4, 5, 8, 7, 8 (Nei))/Last Total (166 result) Net: ZIP/Carrier Route Sentoed can be 3-Digit ZIP Code, 5-Digit ZIP Code and/or 5-Digit ZIP Code pus Carrier Route Effective Dates True NEW YORK is directing mail to the following facilities: Export options: Download into Excel Vi Printable Version Effective Dates True Export options: Download into Excel Vi Printable Version Printable Version Effective Dates True No Records Found No Records Found No Records Found Total (0 result) Total (0 result)	Standard/Letters	N	SCF	104	12/01/2009-12/31/2999	N/A
Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/A Periodicals (News)/Non- Machinable Parcels Y SCF 104 05/22/2009-12/31/2999 N/A Periodicals (News)/Non- Machinable Parcels N SCF 104 05/22/2009-12/31/2999 N/A First iPrev (Page 1, 2, 3, 4, 5, 6, 7, 8 News)/Last Total (156 results Export options: Download into Excel [View Printable Version First iPrev iPage 1, 2, 3, 4, 5, 6, 7, 8 News)/Last Total (156 results Pallet Code Legent: Y - palletized mall including "other containers", N - non-palletized mall Note: ZIP/Carrier Route Sentoed can be 3-Digit ZIP Code, 5-Digit ZIP Code and/or 5-Digit ZIP Code plus Carrier Route	Periodicals/Irregular Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- Machinable Parcels Y SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- Machinable Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non- Machinable Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Export options: Download into Excel Viet Printable Version First (Prev (Page 1, 2, 3, 4, 5, 0, 7, 3) Nex.34 Total (156 result) Pallet Code Legend: Y - palletzed mail including "other containers", N - non-palletzed mail Note: ZIP/Carrier Route Serviced can be 3-Digit ZIP Code, 5-Digit ZIP Code plus Carrier Route Note: ZIP/Carrier Route Serviced (1) Total (156 result) Export options: Download into Excel Viet Printable Version Pallet Discount ZIP/Carrier Route Effective Dates True Serviced True Code Discount ZIP/Carrier Route Effective Dates True Serviced No Records Found No Records Found Total (0 result) Total (0 result)	Periodicals/Irregular Parcels	Y	SCF	104	05/22/2009-12/31/2999	N/A
Periodicals (News)/Non-Y SCF 104 05/22/2009-12/31/2999 N/4 Machinable Parcels N SCF 104 05/22/2009-12/31/2999 N/4 Periodicals (News)/Non-M SCF 104 05/22/2009-12/31/2999 N/4 First IPrev (Page 1, 2, 3, 4, 5, 6, 7, 8 INEXECTION Total (158 results Export options: Download into Excel Viet Printable Version Total (158 results Pallet Code Legend: Y - palletized mail including "other containers", N - non-palletized mail Note: ZIP/Carrier Route Sentoed can be 3-Digit ZIP Code, 8-Digit ZIP Code and/or 5-Digit ZIP Code plus Carrier Route	Periodicals (News)/Non-Y SCF 104 05/22/2009-12/31/2999 N# Machinable Parcels N SCF 104 05/22/2009-12/31/2999 N# Periodicals (News)/Non-M SCF 104 05/22/2009-12/31/2999 N# Machinable Parcels First (Prev (Page 1, 2, 3, 4, 5, 6, 7, 8) Next) Total (156 result) Export options: Download into Excel VI Printable Version Printable Version Next 21P/Carrier Route Sentoed can be 3-Digit ZIP Code, 8-Digit ZIP Code and/or 5-Digit ZIP Code plus Carrier Route NEW YORK is directing mail to the following facilities: Export options: Download into Excel Vi Printable Version Export options: Download into Excel Vi Printable Version Pallet Code plus Carrier Route Effective Dates True Code No Records Found No Records Found Total (0 result) Total (0 result)	Periodicals/Irregular Parcels	N	SCF	104	05/22/2009-12/31/2999	N/A
Periodicals (News)/Non- Machinable Parcels N SCF 104 05/22/2009-12/31/2999 N/A First (Prev (Page 1, 2, 3, 4, 5, 6, 7, 8) Next) Export options: Download into Excel Via Printable Version Pallet Code Legent: Y - palletized mail including "other containers", N - non-palletized mail Note: ZIP/Carrier Route Serviced can be 3-Digit ZIP Code, 6-Digit ZIP Code and/or 5-Digit ZIP Code plus Carrier Route	Periodicals (News)/Non-Machinable Parcels N SCF 104 05/22/2009-12/31/2999 N/A First IPrev (Page 1, 2, 3, 4, 5, 6, 7, 8 [Nex2] Last Total (156 result) Export options: Download into Excel (VIP Printable Version Pallet Code Legent: Y - palletized mail including "other containers", N - non-palletized mail Note: ZIP/Carrier Route Sentoed can be 3-Digit ZIP Coce, S-Digit ZIP Coce plus Carrier Route NEW YORK is directing mail to the following facilities: Export options: Download into Excel (VIP Printable Version Export options: Download into Excel (VIP Printable Version Facility Name CIN Group Pallet Discount Effective Dates Truc Code Discount Effective Dates No Records Found Total (0 result) Total (0 result)	Periodicals (News)/Non- Machinable Parcels	Y	SCF	104	05/22/2009-12/31/2999	N/A
First Prev Page 1, 2, 3, 4, 5, 8, 7, 8 Nex Last Total (156 results Export options: Download into Excel Vi Printable Version Pallet Code Legend: Y - palletized mail including "other containers", N - non-palletized mail Note: ZIP/Carrier Route Sended to a be 3-Digit ZIP Code, 5-Digit ZIP Code and/or 5-Digit ZIP Code plus Carrier Route	First IPrev IPage 1, 2, 3, 4, 5, 8, 7, 8 [Nex] Last Total (156 result) Export options: Download into Excel [Vi Printable Version Pallet Code Legend: Y - palletized mail including "other containers", N - non-palletized mail Note: ZIP/Carrier Route Serviced can be 3-Digit ZIP Code, 5-Digit ZIP Code and/or 5-Digit ZIP Code plus Carrier Route NEW YORK is directing mail to the following facilities: Export options: Download into Excel [Vi Printable Version Facility Name CIN Group Pallet Code Discount Route Effective Dates Image: No Records Found Total (0 result)	Periodicals (News)/Non- Machinable Parcels	N	SCF	104	05/22/2009-12/31/2999	N/A
Export options: Download into Excel Vi Printable Version Pallet Code Legend: Y - palletized mail including "other containers", N - non-palletized mail Note: ZIP/Carrier Route Serviced can be 3-Digit ZIP Code, 5-Digit ZIP Code and/or 5-Digit ZIP Code plus Carrier Route	Export options: Download into Excel Vie Printable Version Pallet Code Legent: Y - palletzed mail including "other containers", N - non-palletzed mail Note: ZIP/Carrier Route Serviced can be 3-Digit ZIP Code, 5-Digit ZIP Code and/or 5-Digit ZIP Code plus Carrier Route NEW YORK is directing mail to the following facilities: Export options: Download into Excel Vie Printable Version Export options: Download into Excel Vie Printable Version Eacility Name CIN Group Pallet Discount Serviced Effective Dates Incomplete Route Total (0 result)		F	First Prev Pa	age 1. <u>2.3.4.5.6.7.8</u> I <u>N</u>	le <u>)) Last</u> Total (15	56 results
Pallet Code Legend: Y - palletized mail including "other containers", N - non-palletized mail Note: ZIP/Carrier Route Serviced can be 3-Digit ZIP Code, 5-Digit ZIP Code and/or 5-Digit ZIP Code plus Carrier Route	Pallet Code Legent: Y - palletized mail including "other containers", N - non-palletized mail Note: ZIP/Carrier Route Serviced can be 3-Digit ZIP Code, 5-Digit ZIP Code and/or 5-Digit ZIP Code plus Carrier Route NEW YORK is directing mail to the following facilities: Export options: Download into Excel View Printable Version Facility Name CIN Group Pallet Discount Route Effective Dates Image: No Records Found Total (0 result)	Export options: Download into Exc	el Vi	Printable V	'ersion		
Note: ZIP/Carrier Route Serviced can be 3-Digit ZIP Code, 5-Digit ZIP Code and/or 5-Digit ZIP Code plus Carrier Route	Note: ZIP/Carrier Route Serviced can be 3-Digit ZIP Code, 5-Digit ZIP Code and/or 5-Digit ZIP Code plus Carrier Route NEW YORK is directing mail to the following facilities: Export options: Download into Excel View Printable Version Facility Name CIN Group Pallet Discount Serviced Effective Dates Image: No Records Found Total (0 result)	Pallet Code Legend: Y - palletized	mail includ	ling "other conta	alners", N = non-palletized r	mall	
	NEW YORK is directing mail to the following facilities: Export options: Download into Excel View Printable Version Facility Name CIN Group Pallet Code Discount No Records Found	Note: ZIP/Carrier Route Serviced can be 3-Dig	git ZIP Cod	ie, 5-Digit ZIP (Code and/or 5-Digit ZIP Co	de plus Carrier Route	
	Facility Name CIN Group Pallet Code Discout ZIP/Carrier Route Serviced Effective Dates Truc Leng No Records Found Total (0 result) Total (0 result) Total (0 result) Total (0 result)	Export options: Download into Exc	<u>xel Vi¹</u>	Printable V	<u>ersion</u>		
Export options: Download into Excel Vi Printable Version	No Records Found Total (0 result)	Facility Name C	IN Group		allet Discount Re ode Ser	Carrier oute Effective Dates viced	<u>Truc</u> Leng
Export options: Download into Excel Vie Printable Version Facility Name CIN Group Pallet Code Discount ZIP/Carrier Route Serviced Effective Dates Iruce Leng	Total (0 result)			No Re	ecords Found		
Export options: <u>Download into Excel</u> <u>Vi</u> Printable Version Facility Name <u>CIN Group</u> <u>Pallet</u> <u>Discount</u> <u>Route</u> <u>Effective Dates</u> <u>Leng</u> No Records Found						Total (0	result)



5. How do I Access Facility Critical Entry Times (CET) Information?

Users have the ability to view facility Critical Entry Times from the *Facility Profile* page. The *Critical Entry Times* page provides information on when the Critical Entry Times are for each certain mail class and mail type.

- 1. Click on the **Critical Entry Times** button on the *Facility Profile* page.
- 2. Critical Entry Times page is displayed.
- 3. User can click on **Back** button to return to the *Facility Profile* page.

An image of the *Critical Entry Times* page is displayed below.

POS I/AL SERVICE	6			<u>Home Sign Ou</u>						
			1							
<u>Appointment</u> ecurring Appointment	s Faci	lity Access a	nd Shipment 1	Tracking (FAST)						
Facilities ♦ Facility Profile	Criti	cal Entry Times								
<u>Profile</u> <u>Report</u> <u>Resource</u>	<u>s</u> s	Facility Name:	100-NEW YORK							
Origin Entro Customer / Supplier Agreement	Origin Entry Customer / Supplier									
TEN	A Exp	ort options: <u>Download int</u>	o Excel Vi 🎒 Printable V	'ersion						
		Mail Class	<u>Mail Type</u>	Critical Entry Time						
		Periodicals	Flat	19:00						
		Periodicals	Letter	18:55						
		Standard	Flat	17:00						
		Standard	Irregular Parcel	17:00						
		Standard	Letter	17:00						
				Total (5 results)						
	Exp	ort options: <u>Download int</u>	o Excel Vi 🎒 Printable V	'ersion						
	(<8a	<u>ck</u>)								
Map Customer Service	Forms	Gov't Services Care	ers Privacy Policy	Terms of Use Business Customer Gateway						