

NCOA^{Link}® Requirements

The following changes were established during the NCOA^{Link} Developer meeting held in December 2008. These requirements should be implemented by all users by October 1, 2009.

Technical Changes

1. The Cindy-Mary Table was modified remove discrepancies with the written instructions for name matching in the Developer's Guide.

	Cindy Mary	Cindy M	Cindy	C Mary	C M	C	Mary	Mary C	Mary Cindy
Cindy Mary	Match	Match	Match	Match	No match	No match	No Match	No Match	Match
Cindy M	Match	Match	Match	No match	No match	No match	No match	No match	No match
Cindy	Match	Match	Match	No match	No match	No match	No match	No match	No match
C Mary	Match	No match	No match	Match	No match	No match	No Match	Match	No match
C M	No match	No match	No match	No match	Match	No match	No match	No match	No match
C	No match	No match	No match	No match	No match	No match	No match	No match	No match
Mary	No Match	No match	No match	No match	No match	No match	Match	Match	Match
Mary C	No Match	No match	No match	Match	No match	No match	Match	Match	Match
Mary Cindy	Match	No match	No match	No match	No match	No match	Match	Match	Match

Developer Re-Certification is required for this change.

2. The following 'No Match' Return Codes should not return the Move Effective Date. The Move Effective Date should only be provided for the nine (9) Match Return codes.

Return Code	Description
04	Cannot match COA: Street Address with Secondary
06	Cannot Match COA: Conflicting Directions: Middle Name Related
07	Cannot Match COA: Conflicting Directions: Gender Related
08	Cannot Match COA: Other Conflicting Instructions
09	Cannot Match COA: High-rise Default
10	Cannot Match COA: Rural Default
11	Cannot Match COA: Individual Match: Insufficient COA Name for Match
18	Cannot Match COA: General Delivery
20	Cannot Match COA: Conflicting Directions after re-chaining

The NCOA^{Link} data will provide the data date with the above return codes. The Developer is responsible for suppression of this information on output.

Developer Re-Certification is not required for this change.

3. Modification of the Rule regarding Use of the Hint Byte for New Addresses that do not DPV[®] Confirm.

Problem: Records will not DPV confirm because the Software Developer Guide (SDG) instructs the hint bytes to be placed at the end of the primary number if an entry is not found in the left-right table.

Solution: The SDG has been updated to place the hint byte in the secondary number field if an entry is not found in the left-right table.

Developer Re-Certification is not required for this change.

Monthly Reports Changes

Developer Re-Certification is not required for the monthly report changes.

1. Customer Service Log (CSL)

- a. Clarifications of data to be provided for the following fields:
 - i. List Owner NAICS Code replaced SIC Code (Position 5-10)
 - ii. Total Number Records Rejected – Should equal number of Matches not Returned due to customer selecting a shorter processing time (Position 104-114)
 - iii. Total Number of Records ZIP + 4[®] Coded changed to
 - iv. Total Records Matched to ZIP + 4 (should equal DPV Response: AA) (Position 115-125)
 - v. Total Number of Records DPV Confirmed should equal the total of DPV Return Codes: Y, S & D (Position 126-136)
- b. Changed three (3) ZIP + 4 Software Information fields to CASS[™]/MASS[™] Software Information (Position 137-186)
- c. Maintained three (3) NCOA^{Link} Software Information fields (Position 187- 236)
- d. Eliminated the following fields and replaced with Filler:
 - i. DPV Product Information (Stand Alone FSP Only) (237-286)
 - ii. LACS^{Link}[®] Product Information (Internal CASS) (Position 1717-1766)
 - iii. Suite^{Link}[™] Product Information (Internal CASS) (Position 2143-2192)
 - iv. DPV Product Information (Internal CASS) (Position 2435-2484)
 - v. LACS^{Link} Product Information (Stand Alone) (Position 2485-2534)
 - vi. DSF²[®] Product Information (Internal CASS) (Position 2535-2584)
 - vii. DSF² Product Information (Stand Alone) (Position 2585-2634)
 - viii. Positions 1618-1672
 1. Street (S) Records with Primary Number Error
 2. High Rise (H) Records with Primary Number Error
 3. PO Box (P) Records with Primary Number Error
 4. RR/HC (R) Records with Primary Number Error
 5. Firm (F) Records with Primary Number Error
 - ix. Four (4) Indicator Fields in Position 2635-2638
- e. New fields created to capture additional data:
 - i. Eight (8) fields were added to capture DPV Return Codes and Indicators
 1. Count of DPV Return Code = "Y" (Positions 2639-2649)
 2. Count of DPV Return Code = "S" (Positions 2650-2660)
 3. Count of DPV Return Code = "D" (Positions 2661-2671)
 4. Count of DPV Return Code = "N" (Positions 2672-2682)
 5. Count of DPV Return Code = Blank (Positions 2683-2693)
 6. Count of DPV Vacant Flag = "Y" (Positions 2694-2704)
 7. Count of DPV CMRA Flag = "Y" (Positions 2705-2715)
 8. Count of DPV No Stat Flag = "Y" (Positions 2716-2726)

- ii. Eight (8) fields were added to capture NCOA^{Link} MPE Processing Flags
- iii. Fifteen (15) fields were added to capture Move Activity Summary information by type of Change-of-Address information provided.
 - 1. Sum of Match Return Codes A, 91 and 92 for Move Activity Summary Months 0 thru 3.
 - 2. Sum of Match Return Codes A, 91 and 92 for Move Activity Summary Months 4 thru 6.
 - 3. Sum of Match Return Codes A, 91 and 92 for Move Activity Summary Months 7 thru 12.
 - 4. Sum of Match Return Codes A, 91 and 92 for Move Activity Summary Months 13 thru 18.
 - 5. Sum of Match Return Codes 01, 02 and 03 for Move Activity Summary Months 19 +.
 - 6. Sum of Match Return Codes 01, 02 and 03 for Move Activity Summary Months 0 thru 3.
 - 7. Sum of Match Return Codes 01, 02 and 03 for Move Activity Summary Months 4 thru 6.
 - 8. Sum of Match Return Codes 01, 02 and 03 for Move Activity Summary Months 7 thru 12.
 - 9. Sum of Match Return Codes 01, 02 and 03 for Move Activity Summary Months 13 thru 18.
 - 10. Sum of Match Return Codes 01, 02 and 03 for Move Activity Summary Months 19 +.
 - 11. Sum of Match Return Codes 05, 14 and 19 for Move Activity Summary Months 0 thru 3.
 - 12. Sum of Match Return Codes 05, 14 and 19 for Move Activity Summary Months 4 thru 6.
 - 13. Sum of Match Return Codes 05, 14 and 19 for Move Activity Summary Months 7 thru 12.
 - 14. Sum of Match Return Codes 05, 14 and 19 for Move Activity Summary Months 13 thru 18.
 - 15. Sum of Match Return Codes 05, 14 and 19 for Move Activity Summary Months 19 +.

2. PROCESSING ACKNOWLEDGEMENT FORM (PAF) REPORT CHANGES

- a. Clarifications of data to be provided for the following fields:
 - i. Position 5-10 should be the customers' NAICS code.
- b. Eliminated the following fields and replaced with Filler:
 - i. Tax ID in position 322-333 with Filler
- c. Added fields to capture additional data:
 - i. Mailer ID in position 307-321 (formerly the Postal ID field). This field is optional.
 - ii. Email Address of person signing the PAF in position 490-553. This field is optional.
 - iii. Company Website in position 554-593. This field is optional.
 - iv. Equivalent Alternative PAF Indicator in position 594. This field is required if an Equivalent Alternative PAF is used.

3. **BROKER/LIST ADMINISTRATOR (BALA)**
 - a. Clarifications of data to be provided for the following fields:
 - i. Position 5-10 should be the customers' NAICS code.
 - b. Eliminated the following fields and replaced with Filler:
 - i. Replaced the Tax ID in position 166-177 with Filler
 - c. Added fields to capture additional data:
 - i. Company Website in position 179-218. This field is optional.
 - ii. If information does not exist for the above fields, then populate with N/A. DO NOT PREPOPULATE.

4. **Defined the format of report submission to the USPS.**
 - a. Refer to slides 29-30 in the 2008 NCOALink Conference Presentation posted to: http://ribbs.usps.gov/ncoalink/documents/tech_guides/

NCOA^{Link} Processing Summary Report Changes

Developer Re-Certification is not required for the Processing Summary Report changes.

All licensees are required to produce an NCOALink Processing Summary Report for each file processed through NCOA^{Link}. This report is being modified to include Move Activity Summary information by the type of information returned for ALL NCOALink Matches. In addition to the information currently required on this report by license type, the following fifteen (15) data elements should be added to all reports:

Match New Address Provided:

1. Sum of Match Return Codes A, 91 and 92 for Move Activity Summary Months 0 thru 3.
2. Sum of Match Return Codes A, 91 and 92 for Move Activity Summary Months 4 thru 6.
3. Sum of Match Return Codes A, 91 and 92 for Move Activity Summary Months 7 thru 12.
4. Sum of Match Return Codes A, 91 and 92 for Move Activity Summary Months 13 thru 18.
5. Sum of Match Return Codes 01, 02 and 03 for Move Activity Summary Months 19 +.

Match New Address Not Available:

6. Sum of Match Return Codes 01, 02 and 03 for Move Activity Summary Months 0 thru 3.
7. Sum of Match Return Codes 01, 02 and 03 for Move Activity Summary Months 4 thru 6.
8. Sum of Match Return Codes 01, 02 and 03 for Move Activity Summary Months 7 thru 12.
9. Sum of Match Return Codes 01, 02 and 03 for Move Activity Summary Months 13 thru 18.
10. Sum of Match Return Codes 01, 02 and 03 for Move Activity Summary Months 19 +.

Match New Address Not Provided:

11. Sum of Match Return Codes 05, 14 and 19 for Move Activity Summary Months 0 thru 3.
12. Sum of Match Return Codes 05, 14 and 19 for Move Activity Summary Months 4 thru 6.
13. Sum of Match Return Codes 05, 14 and 19 for Move Activity Summary Months 7 thru 12.
14. Sum of Match Return Codes 05, 14 and 19 for Move Activity Summary Months 13 thru 18.
15. Sum of Match Return Codes 05, 14 and 19 for Move Activity Summary Months 19 +.