

DMM Revision: Labeling Lists Updates

Effective April 7, 2025, the Postal Service™ will revise *Mailing Standards of the United States Postal Service*, Domestic Mail Manual (DMM®), in various sections, to reflect the Postal Service eliminating 3 labeling lists (L003, L011, and L801) and redirecting those mail sortations to labeling list L002, L005 or L009, as applicable, to commence the first phase of moving to shape-based-mail labeling lists.

Shape-based mail and package processing is a fundamental premise of the Plant/Transportation Network Redesign underway supporting the Postal Service's 10-year Delivering For America plan. Deficiencies in the current labeling-list framework offer the opportunity to align external (commercial) mail preparation and entry, as well as internal processing steps with a new shape-based-mail approach to labeling lists.

In various sections, the DMM will continue to reference automated area distribution center (AADC) sort for labeling list L005 until a later date. Although the container label created using labeling list L005 will reflect sectional center facility (SCF) mail destination, mailpieces will continue to receive area distribution center (ADC) pricing as per the postage statement, and the SCF pallet discount will apply, when applicable.

The Postal Service will extend mailers a grace period until April 1, 2025, to comply with the labeling list changes. From April 2, 2025, through May 31, 2025, mailers must request an exception from the Pricing and Classification Center (PCSC) to use data from the eliminated labeling lists. Files and data for the eliminated labeling lists will no longer be available after May 31, 2025.

The Postal Service believes that this change, which includes deleting redundant labeling lists, aligning existing labeling lists, and synchronizing commercial-mail preparation and entry through opening new USPS processing/entry points, will benefit mailers by creating a more efficient mail-sortation process, with less errors and re-work.

Although the Postal Service will not publish these revisions in the DMM until April 7, 2025, the standards are effective January 19, 2025.

Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM)

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200 Commercial Mail Letters, Cards, Flats, and Parcels

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203 Basic Postage Statement, Documentation, and Preparation Standards

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3.0 Standardized Documentation for First-Class Mail, Periodicals, USPS Marketing Mail, and Flat-Size Bound Printed Matter

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3.2 Format and Content

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[Revise the second sentence of item 3.2d(4) to read as follows:]

4. ***Document sectional center facility/local processing center (SCF/LPC), area distribution center (ADC), or network distribution center/regional processing and distribution center (NDC/RPDC) pallets created as a result of bundle reallocation under 705.8.11, 705.8.12, or 705.8.13 by designating the

protected pallet with an identifier of “PSCF” (for an SCF/LPC pallet), “PADC” (for an ADC pallet), or “PBMC” (for a NDC/RPDC pallet).***

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3.3 Price Level Column Headings

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| PRICE | ABBREVIATION |
|-------|--------------|
|-------|--------------|

* * * * *

[In the table of item b., revise the sixth entry (beginning with “ADC/RPDC”) to read as follows:]

| | |
|--|----|
| ADC [USPS Marketing Mail nonmachinable letters, flats, and nonstandard parcels, and all Periodicals] | AD |
|--|----|

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3.6 Detailed Zone Listing for Periodicals

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3.6.3 Entry Abbreviations

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| ZONE ABBREVIATION | RATE EQUIVALENT |
|-------------------|-----------------|
|-------------------|-----------------|

* * * * *

[Revise the sixth entry (beginning with “ADC/RPDC”) to read as follows:]

| | |
|-----|----------------------|
| ADC | Outside-County, DADC |
|-----|----------------------|

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3.7 Bundle and Container Reports for Outside-County Periodicals Mail

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3.7.2 Outside-County Container Report

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[Revise the text of item d. to read as follows:]

- d. Container entry level (origin, destination delivery unit/sorting and delivery center [DDU/S&DC], destination sectional center facility/local processing center [DSCF/LPC] (letters/flats), destination sectional center facility/regional processing and distribution center [DSCF/RPDC] (parcels), destination area distribution center [DADC], or destination network distribution center/regional processing and distribution center [DNDC/RPDC]).

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[Revise the title of 5.0 to read as follows:]

5.0 Letter Trays and Flat Trays

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5.6 Use of Flat Trays

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5.6.2 Preparation for Flats in Flat Trays

[Revise the introductory text of 5.6.2 to read as follows:]

All flat-tray preparation is subject to these standards:

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[Revise the text of items h. and i. to read as follows:]

- h. Pieces prepared as automation flats under the tray-based preparation option in 235.8.0 do not have to be grouped by 3-digit ZIP Code prefix in ADC trays

or by ADC in mixed ADC trays if the mailing is prepared using an MLOCR/barcode sorter and standardized documentation is submitted.

- i. If pieces in a Periodicals mailing remain after one or more full trays are prepared for a 5-digit scheme, 5-digit, 3-digit, SCF/LPC, or ADC destination, an additional tray to the destination must be prepared if the remaining pieces reach the required volume. If the remaining volume is less than the required minimum, the pieces must be moved to the next tray level that meets the minimum volume.

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7.0 Optional Endorsement Lines (OELs)

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7.2 OEL Format

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7.2.5 ZIP Code Information

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Exhibit 7.2.5 OEL Labeling Lists

| PROCESSING CATEGORY AND PRESORT TYPE | ADC/ AADC | MIXED ADC/ MIXED AADC |
|---|--------------|--------------------------|
|---|--------------|--------------------------|

[Revise the text of Exhibit 7.2.5 to read as follows:]

First-Class Mail

| | | |
|------------------------|------|----------------|
| Letters, nonmachinable | L004 | L201, Column C |
|------------------------|------|----------------|

| | | |
|----------------------|------|----------------|
| Letters, machinable | L005 | L201, Column C |
| Letters, automation | L005 | L201, Column C |
| Flats, nonautomation | L004 | L201, Column C |
| Flats, automation | L004 | L201, Column C |

Periodicals¹

| | | |
|--------------------------------------|------|-------------------|
| Letters, nonbarcoded (nonautomation) | L004 | L009 |
| Letters, barcoded (automation) | L005 | L009 ² |
| Flats, nonbarcoded | L004 | L201, L009 |
| Flats, barcoded | L004 | L201, L009 |
| Nonstandard parcels | L004 | L201, L009 |

USPS Marketing Mail¹

| | | |
|------------------------|------|-------------------|
| Letters, nonmachinable | L004 | L009 ² |
| Letters, machinable | L005 | L009 ² |
| Letters, automation | L005 | L009 ² |
| Flats, nonautomation | L004 | L009 |
| Flats, automation | L004 | L009 |

Bound Printed Matter¹

| | | |
|---------------------|------|------|
| Flats, nonbarcoded | L004 | L009 |
| Flats, barcoded | L004 | L009 |
| Nonstandard parcels | L004 | L009 |

Media Mail

| | | |
|----------------------|------|-------------------|
| Flats, nonautomation | L004 | L009 |
| Nonstandard parcels | L004 | L004 ² |

Library Mail

| | | |
|----------------------|------|-------------------|
| Flats, nonautomation | L004 | L009 |
| Nonstandard parcels | L004 | L004 ² |

¹ For automation-compatible flats, label according to L007 for optional 5-digit scheme preparation.

² Label L010 if mail entered by the mailer at a destination ASF/RPDC or NDC/RPDC or for mail placed on an ASF/RPDC or NDC/RPDC pallet under 705.8.0.

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207 Periodicals

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18.0 General Mail Preparation

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18.3 Presort Terms

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[Revise the text of item m. to read as follows:]

- m. *3-digit scheme letters*: the ZIP Code in the delivery address on all pieces begins with one of the 3-digit prefixes that USPS processes as one scheme, as shown in L002, Column B (records with “S”).

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[Revise the text of item r. to read as follows:]

- r. ADC/AADC: all pieces are addressed for delivery in the service area of the same area distribution center (ADC) or automated area distribution center (AADC). (See L004 or L005.)

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[Revise the title of 18.4 to read as follows:]

18.4 Mail-Preparation Terms

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[Revise the first sentence of item p. to read as follows:]

- p. A 3-digit scheme sort for letters yields 3-digit scheme trays for those 3-digit ZIP Code prefixes listed in L002, Column B (records with "S"), and 3-digit trays for other areas.***

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[Revise the text of item 18.4aa(1) to read as follows:]

1. Flat-size pieces meeting the standards in 201.6.0 that are sorted into 5-digit, 3-digit, ADC, and mixed ADC bundles. These pieces are compatible with processing on the automated flat-sorting machine (AFSM) 100.

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22.0 Preparing Nonbarcoded (Presorted) Periodicals

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22.5 Letter Tray Preparation – Letter-Size Pieces

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[Revise the text of item 22.5d(1) to read as follows:]

1. Line 1: Use L009, Column B.

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22.6 Sack Preparation

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[Revise the introductory sentence of item e. to read as follows:]

e. ADC, required at 72 pieces, optional at 24 pieces minimum.

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22.7 Tray Preparation – Flat-Size Nonbarcoded Pieces

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[Revise the introductory sentence of item f. to read as follows:]

f. ADC, required at 72 pieces, optional at 24 pieces minimum.

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24.0 Preparing Letter-Size Barcoded (Automation) Periodicals

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24.2 Additional Standards

24.2.1 Preparing Barcoded Price Letters

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[Revise the text of items c. and d. to read as follows:]

c. AADC: required (150-piece minimum); overflow allowed; group pieces by 3-digit ZIP Code prefix (or 3-digit/scheme if applicable); for Line 1, use L005, Column B.

d. Mixed AADC: required (no minimum); group pieces by AADC; for Line 1, use L009, Column B.

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25.0 Preparing Flat-Size Barcoded (Automation) Periodicals

25.1 Basic Standards

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25.1.7 Exception – Barcoded and Nonbarcoded Flats on Pallets

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[Revise the text of item c. to read as follows:]

- c. As an alternative to 705.9.0 through 705.13.0, if a portion of the job is prepared as palletized barcoded flats, the nonbarcoded portion may be prepared as palletized flats and paid for at nonbarcoded machinable and carrier-route prices. The nonbarcoded-price pieces that cannot be placed on ADC or finer pallets may be prepared as flats in flat trays and paid for at nonbarcoded prices.

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25.4 Sacking and Labeling

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[Revise the introductory text of item e. and item 1 of item e. to read as follows:]

- e. ADC, required at 72 pieces, optional at 24 pieces; fewer pieces not permitted; labeling:
 - 1. Line 1: use L004, Column B.

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25.5 Tray Preparation – Flat-Size Barcoded Pieces

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[Revise the introductory text of item f. to read as follows:]

- f. ADC (required), 72-piece minimum, optional at 24 pieces, fewer pieces not permitted, no overflow tray allowed; labeling:

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29.0 Destination Entry

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29.2 Destination Network Distribution Center/Regional Processing and Distribution Center

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29.2.2 Price Eligibility

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[Revise the text of item a. to read as follows:]

- a. Pieces must be prepared in bundles or in sacks or trays on ADC, or more finely presorted pallets under 705.8.0.

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29.3 Destination Area Distribution Center

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29.3.2 Price Eligibility

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[Revise the text of items 29.3.2.a(1)(a) through 29.3.2.a(1)(c) to read as follows:]

- (a) Placed on an ADC or more finely presorted container;
- (b) Deposited at an ADC (or USPS-designated facility); and

- (c) Addressed for delivery to one of the 3-digit ZIP Codes served by the facility where deposited.

[Revise the text of item 29.3.2b to read as follows:]

- b. Pieces must be prepared in bundles or in sacks or trays on ADC, or more finely presorted pallets under 705.8.0.

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235 Mail Preparation

1.0 General Definition of Terms

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1.3 Terms for Presort Levels

1.3.1 Letters and Cards

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[Delete the text of item e. in its entirety and renumber current items f. through k. as e. through j., respectively.]

* * * * *

[Revise the text of renumbered item g. (current item h.) to read as follows:]

- g. ADC/AADC: all pieces are addressed for delivery in the service area of the same area distribution center (ADC) or automated area distribution center (AADC). (See L004 or L005.)

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1.3.2 Flats

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[Revise the text of item e. to read as follows:]

- e. Mixed ADC: The pieces are for delivery in the service area of more than one ADC.

1.4 Preparation Definitions and Instructions

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[Delete the text of item g. in its entirety and renumber current items h. through p. as g. through o., respectively.]

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[Revise the text of renumbered item g. (current item h.) to read as follows:]

- g. An *origin 3-digit* tray contains all mail (regardless of quantity) for a 3-digit ZIP Code area processed by the SCF/LPC in whose service area the mail is verified. If more than one 3-digit area is served, as shown in L005, a separate tray must be prepared for each. The following also apply:
 1. A tray may be prepared for each 3-digit area served by the SCF/LPC/plant where mail is entered (if that differs from the SCF/LPC/plant serving the Post Office where the mail is verified).
 2. In all cases, only one less-than-full tray may be prepared for each 3-digit area.

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5.0 Preparing Nonautomation Machinable Letters

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5.2 Machinable Preparation

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5.2.2 Traying and Labeling

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[Revise the text of item 5.2.2a(1) to read as follows:]

1. Line 1: Use L005.

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[Revise the text of item 5.2.2b(1) to read as follows:]

1. Line 1: Use L005.

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6.0 Preparing Automation Letters

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6.5 Tray Preparation

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[Revise the text of item b. to read as follows:]

- b. AADC: optional, but required for AADC price (150-piece minimum except no minimum for origin entry AADC); overflow allowed; group pieces by 3-digit ZIP Code. For Line 1, use L005, Column B.

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8.0 Preparation of Automation Flats

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8.6 First-Class Mail Optional Tray-Based Preparation

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[Revise the second sentence of item d. to read as follows:]

- d. *******(ZIP Code prefixes in Column A must be combined and labeled to the corresponding ADC destination shown in Column B.)*******

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240 Commercial Mail USPS Marketing Mail

243 Prices and Eligibility

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5.0 Additional Eligibility Standards for Nonautomation USPS Marketing Mail

Letters, Flats, and Presorted USPS Marketing Mail Parcels

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5.6 Nonautomation Price Application – Flats

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5.6.5 ADC Prices for Flats

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[Revise the text of item a. to read as follows:]

- a. In a 5-digit/scheme, 3-digit/scheme, or ADC bundle of 10 or more pieces properly placed in an ADC flat tray (see 245.1.4).

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[Revise the text of item c. to read as follows:]

- c. When palletized under 705.8.0 and 705.10.0 through 705.13.0, in an ADC bundle of 10 or more pieces; properly placed on an ADC pallet.

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245 Mail Preparation

1.0 General Information for Mail Preparation

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1.3 Terms for Presort Levels

1.3.1 Letters

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[Revise the text of item e. to read as follows:]

- e. *Origin/entry AADC:* the ZIP Code in the delivery address on all pieces is addressed for a delivery service area of the same automated area distribution center (AADC) (see L005).

* * * * *

[Revise the text of item i. to read as follows:]

- i. *ADC/AADC:* all pieces are addressed for delivery in the service area of the same area distribution center (ADC) or automated area distribution center (AADC) (see L004 or L005).

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1.3.2 Flats

* * * * *

[Revise the text of item p. to read as follows:]

- p. *Mixed ADC:* the pieces are for delivery in the service area of more than one ADC.

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1.4 Preparation Definitions and Instructions

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[Delete item p. in its entirety and renumber current items q. through z. as p. through y., respectively.]

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5.0 Preparing Nonautomation Letters

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5.3 Machinable Preparation

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5.3.2 Traying and Labeling

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[Revise the text of item 5.3.2a(1) to read as follows:]

1. Line 1: Use L005, Column B.

* * * * *

[Revise the text of item 5.3.2b(1) to read as follows:]

1. Line 1: Use L005, Column B.

* * * * *

[Revise the first sentence of item 5.3.2c(1) to read as follows:]

1. Line 1: Use L009, Column B.***

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5.4 Nonmachinable Preparation

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5.4.2 Traying and Labeling

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[Revise the first sentence of item 5.4.2d(1) to read as follows:]

1. Line 1: L009, Column B.***

* * * * *

5.5 Residual Pieces

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[Revise the text of item a. to read as follows:]

- a. Line 1: Use L009, Column B.

* * * * *

7.0 Preparing Automation Letters

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7.5 Tray Preparation

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[Revise the last sentence of item b. to read as follows:]

- b. ***For Line 1, use L005, Column B.

[Revise the second sentence of item c. to read as follows:]

- c. ***For Line 1 labeling, use L009, Column B.***

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266 Enter and Deposit

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4.0 Destination Network Distribution Center (DNDC)/Regional Processing and Distribution Center (DRPDC) Entry

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4.5 Presorted Nonstandard Parcels

[Revise the text of 4.5 to read as follows:]

The following apply:

- a. Customers mailing presorted nonstandard parcels in sacks or on pallets at all sort levels may claim DNDC prices.

- b. All pieces in an ADC sack or in a palletized ADC bundle are eligible for the DNDC price if the ADC facility ZIP Code (as shown in Line 1 of the corresponding sack label or the ADC facility that is the destination of the palletized ADC bundle as would be shown on an ADC sack label for that facility using L004, Column B) is within the service area of the NDC/RPDC where the sack is deposited.
- c. Separate mixed ADC sacks must be prepared for pieces eligible for and claimed at the DNDC price and for parcels not claimed at the DNDC price.
- d. Mailers must use the “label to” ZIP Code for the ADC to assign ADC bundles to the respective mixed ADC sack.
- e. Mailers must use the address on the parcels to assign parcels to the respective mixed ADC bundle or sack, as appropriate.
- f. Mail must be entered at the appropriate facility under 4.1.

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5.0 Destination Sectional Center Facility (DSCF)/Local Processing Center (LPC)

Entry

5.1 Eligibility

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[Revise the last sentence of item c. to read as follows:]

- c. ***This includes sacks labeled to an ADC facility with the same service area as the DSCF/LPC/RPDC.

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275 Mail Preparation

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6.0 Preparing Media Mail and Library Mail Parcels

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6.3 Preparing Nonstandard Parcels

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6.3.4 Sacking and Labeling

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[Revise the text of 6.3.4d(1) to read as follows:]

1. Line 1: Use "MXD" followed by the city, state, and ZIP Code of the ADC serving the 3-digit ZIP Code prefix of the entry Post Office, as shown in L004.

If the sack is placed on an ASF/NDC/RPDC pallet under the option in 705.8.10.5, use L010.

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700 Special Standards

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705 Advanced Preparation and Special Postage Payment Systems

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8.0 Preparing Pallets

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8.5 General Preparation

8.5.1 Presort

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[Revise the text of item d. to read as follows:]

- d. For sacks, trays, or machinable parcels on pallets, the mailer must prepare all required pallet levels before any mixed ADC or mixed NDC/RPDC pallets are prepared for a mailing or job.

[Revise the first sentence of item e. to read as follows:]

- e. Except as described in 15.1.3f, bundles must not be placed on mixed ADC or mixed NDC/RPDC pallets.***

[Revise the text of item f. to read as follows:]

- f. The standards for bundle reallocation to protect the SCF/LPC (letters, flats)/RPDC (parcels), ADC, or NDC/RPDC pallet (8.11, 8.13, and 8.14) are optional methods of pallet preparation designed to retain as much mail as possible at the SCF/LPC (letters, flats)/RPDC (parcels), ADC, or NDC/RPDC level.

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8.5.2 Required Preparation

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[Revise the text of items b. and c. to read as follows:]

- b. For bundles of flat-size mailpieces or bundles of nonstandard parcels on pallets, after preparing all possible pallets under 8.5.2a, when 250 or more pounds of bundles remain for an ADC (Periodicals) or for an NDC/ASF/RPDC (USPS Marketing Mail, Parcel Select, and Package Services), mailers must prepare the ADC/RPDC or NDC/ASF/RPDC pallet, as applicable for the class of mail. **Exception:** If no ADC or NDC/ASF/RPDC pallets are in a mailing and

250 or more pounds remain for an SCF/LPC (letters, flats)/RPDC (parcels), mailers must prepare the SCF/LPC (letters, flats)/RPDC (parcels) pallet.

- c. Bundles that cannot be placed on an ADC, NDC/ASF/RPDC, or SCF/LPC (letters, flats)/RPDC (parcels) pallet may be placed on mixed ADC pallets if allowed by the specific standards for the class and shape of mail, or be placed in sacks or flat trays (when applicable) (see 8.9.1).

8.5.3 Minimum Load

[Revise the introductory text of 8.5.3 to read as follows:]

The following minimum-load standards apply to mail prepared on pallets:

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[Revise the text of 8.5.3a(4) to read as follows:]

- 4. A pallet may contain a minimum of 100 pounds of nonletter-size mail or 12 linear feet of letter trays if it is:
 - (a) An NDC/RPDC or ASF/RPDC pallet entered at the destination NDC/RPDC or ASF/RPDC;
 - (b) An ADC pallet entered at the destination ADC; or
 - (c) The only pallet entered at an individual destination NDC/RPDC or ASF/RPDC, ADC, or SCF/LPC (letters, flats)/RPDC (parcels) facility.

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8.6 Pallet Labels

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8.6.4 Line 1 (Destination Line)

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[Revise the first sentence of item b. to read as follows:]

- b. *Information.* Line 1 must contain only the information specified by standard, including the appropriate destination facility prefix (e.g., “ADC”).***

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8.6.10 Pallet Bundle Information

[Revise the text of 8.6.10 to read as follows:]

The Postal Service recommends that mailers preparing bundles on pallets add to the pallet label, below the office of mailing or mailer information line, and according to the provisions of 8.6.8, the number of bundles for each bundle sortation and price level on the pallet, including the number of each of the following:

- a. Carrier-route bundles;
- b. 5-digit, 3-digit, and ADC automation price bundles; and
- c. 5-digit, 3-digit, and ADC Presorted price bundles.

8.10 Pallet Presort and Labeling

[Revise the title of 8.10.1 to read as follows:]

8.10.1 First-Class Mail – Letter Trays or Flat Trays

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[Revise the introductory text of item b. to read as follows:]

- b. Origin SCF/LPC (local mail). Required; no minimum. Pallets contain trays destined for the 3-digit ZIP Codes serviced by the origin SCF/LPC facility in L005; all MXD AADC and MXD ADC trays. Mailers may place AADC or ADC trays on origin SCF/LPC pallets when the tray’s “label to” 3-digit ZIP Code (L005 for AADC trays and L004 for ADC trays) is within the origin

SCF's/LPC's service area; and must place trays containing pieces paid for at the single-piece price on origin SCF/LPC pallets, unless required to be presented separately by special postage-payment authorization or customer-service agreement (CSA). Labeling:

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[Revise the introductory text of item c. to read as follows:]

- c. SCF/LPC. Required. For destinations listed in L201, based on origin ZIP Code. Pallets contain trays destined for the 3-digit ZIP Codes in L005. Mailers may, at their option, place AADC or ADC trays on SCF/LPC pallets when the tray's "label to" 3-digit ZIP Code (L005 for AADC trays, and L004 for ADC) is within that SCF's/LPC's service area. Labeling:

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[Revise the introductory text of item d. to read as follows:]

- d. AADC. Required, for machinable and automation letters only. For destinations listed in [L201](#), based on the origin ZIP Code. The pallet may contain letter trays only for the 3-digit ZIP Code group in L005. Labeling:

[Revise the text of item 8.10.1d(1) to read as follows:]

- 1. Line 1: L005, Column B.

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[Revise the introductory text of item e. to read as follows:]

- e. ADC. Required, for flats and nonmachinable letters only. For destinations listed in L201, based on origin ZIP Code. The pallet may contain trays only for the 3-digit ZIP Code groups in L004. Labeling:

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[Revise the introductory text of item g. to read as follows:]

- g. Mixed ADC Air (all other). Required; no minimum. The pallet may contain surface trays when no mixed ADC surface container is prepared under 8.10.1f. Labeling:

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[Revise the title of 8.10.2 to read as follows:]

8.10.2 Periodicals – Bundles, Sacks, Letter Trays or Flat Trays

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[Revise the third sentence of the introductory text of item h. to read as follows:]

- h. ***Mailers may place origin mixed ADC (OMX) sacks (nonstandard parcels only) or flat trays on origin SCF/LPC (letters, flats)/RPDC (parcels) pallets.***

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[Revise the introductory text of item i. to read as follows:]

- i. *ADC, required*, permitted for bundles, trays, and sacks (nonstandard parcels only). The pallet may contain carrier-route, automation-price, and/or Presorted-price mail for the 3-digit ZIP Code groups in L004. Labeling:

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[Revise the first and third sentences of the introductory text of item j. to read as follows:]

- j. *Origin Mixed ADC (OMX)*, optional for sacks and trays; allowed with no minimum and required at 100 pounds of mail for bundles of flats.***The pallet may contain carrier-route, automation-price, and Presorted-price mail.***

* * * * *

[Revise the first and fourth sentences of the introductory text of item k. to read as follows:]

- k. *Mixed ADC, optional for sacks and trays; allowed with no minimum and required at 100 pounds of mail for bundles of flats.***Pallets must not contain sacks, trays or bundles that must be properly placed on the origin mixed ADC (OMX) pallet.****

* * * * *

[Revise the title of 8.10.3 to read as follows:]

8.10.3 USPS Marketing Mail – Bundles, Sacks, or Trays

* * * * *

[Revise the second, third, and fourth sentences of the introductory text of item f. to read as follows:]

- f. ****The pallet may contain carrier-route, automation-price, and/or Presorted-price mail for the 3-digit ZIP Code groups in L005. Mailers may, at their option, place AADC trays on SCF/LPC (letters, flats)/RPDC (parcels) pallets when the tray’s “label to” 3-digit ZIP Code (L005) is within that SCF’s/LPC’s (letters, flats)/RPDC’s (parcels) service area. Mailers may also, at their option, place mixed ADC or mixed AADC trays, labeled per L010, on an SCF/LPC pallet entered at the SCF/LPC facility responsible for processing mixed ADC or mixed AADC trays for that NDC/ASF/RPDC facility.****

* * * * *

[Revise the introductory text of item g. to read as follows:]

g. *ASF/RPDC, required* unless bundle reallocation is used under 8.13, permitted for bundles, trays, and sacks (nonstandard parcels only). The pallet may contain carrier-route, automation-price, and/or Presorted-price mail for the 3-digit ZIP Code groups in L602. ADC bundles, sacks, or trays are assigned to pallets according to the “label to” ZIP Code in L004 as appropriate. AADC trays are assigned to pallets according to the “label to” ZIP Code in L005. At the mailer’s option, appropriate mixed ADC bundles and trays of flats – and mixed ADC and mixed AADC trays of letters – may be sorted to ASF/RPDC pallets according to the “label to” ZIP Code in L010. All mixed ADC bundles, sacks, and trays and mixed AADC trays must contain only pieces destinating within the ASF/RPDC as shown in L602. Labeling:

* * * * *

[Revise the introductory text of item h. to read as follows:]

h. *NDC/RPDC, required*, permitted for bundles, trays, and sacks (nonstandard parcels only). The pallet may contain carrier-route, automation-price, and/or Presorted-price mail for the 3-digit ZIP Code groups in L601. ADC bundles, sacks, or trays are assigned to pallets according to the “label to” ZIP Code in L004 as appropriate. AADC trays are assigned to pallets according to the “label to” ZIP Code in L005. At the mailer’s option, appropriate mixed ADC bundles and trays of flats, and mixed ADC trays and mixed AADC trays of letters, may be sorted to NDC/RPDC pallets according to the “label to” ZIP Code in L010. All mixed ADC bundles, sacks, and trays and mixed AADC

trays must contain only pieces destinating within the NDC/RPDC as shown in L601 as appropriate. Labeling:

* * * * *

8.10.4 Package Services Flats – Bundles and Sacks

* * * * *

[Revise the introductory text of item f. to read as follows:]

f. *ASF/RPDC*, required, permitted for bundles and sacks. The pallet may contain carrier-route and/or Presorted-price mail with or without a barcode for the 3-digit ZIP Code groups in L602. ADC bundles or sacks are assigned to pallets according to the “label to” ZIP Code in L004. At the mailer’s option, appropriate mixed ADC bundles or sacks may be sorted to ASF/RPDC pallets according to the “label to” ZIP Code in L010. All mixed ADC bundles and sacks must contain only pieces destinating within the ASF/RPDC as shown in L602. Labeling:

* * * * *

[Revise the introductory text of item g. to read as follows:]

g. *NDC/RPDC*, required, permitted for bundles and sacks. The pallet may contain carrier-route and/or Presorted-price mail with or without a barcode for the 3-digit ZIP Code groups in L601. ADC bundles or sacks are assigned to pallets according to the “label to” ZIP Code in L004. At the mailer’s option, appropriate mixed ADC bundles or sacks may be sorted to NDC/RPDC pallets according to the “label to” ZIP Code in L010. All mixed ADC bundles

and sacks must contain only pieces destinating within the NDC/RPDC as shown in L601. Labeling:

* * * * *

[Revise the title of 8.10.5 to read as follows:]

8.10.5 Package Services Nonstandard Parcels – Bundles and Sacks

* * * * *

[Revise the third through fifth sentences of the introductory text of item i. to read as follows:]

- i. ***ADC bundles or sacks are assigned to pallets according to the “label to” ZIP Code in L004. At the mailer’s option, appropriate mixed ADC bundles or sacks may be sorted to ASF/RPDC pallets according to the “label to” ZIP Code in L010. All mixed ADC bundles and sacks must contain only pieces destinating within the ASF/RPDC as shown in L602.***

* * * * *

[Revise the third through fifth sentences of the introductory text of item j. to read as follows:]

- j. ***ADC (L004) bundles or sacks are assigned to pallets according to the “label to” ZIP Code in L004. At the mailer’s option, appropriate mixed ADC bundles or sacks may be sorted to NDC/RPDC pallets according to the “label to” ZIP Code in L010. All mixed ADC bundles and sacks must contain only pieces destinating within the NDC/RPDC as shown in L601.***

* * * * *

8.11 Bundle Reallocation to Protect SCF/LPC/RPDC Pallet for Periodicals Flats and Nonstandard Parcels and USPS Marketing Mail Flats on Pallets

* * * * *

8.11.3 Reallocation of Bundles If Optional 3-Digit Pallets Are Prepared

* * * * *

[Revise the last sentence of item d. to read as follows:]

- d. ***Mail that falls beyond the SCF/RPDC pallet level must be placed on the next appropriate pallet (ADC, ASF/RPDC, NDC/RPDC or MNDC/MRPDC) or in the next appropriate sack (nonstandard parcels) or flat tray.

[Revise the title of 8.11.4 to read as follows:]

8.11.4 Reallocating Bundles If Optional 3-Digit Pallets Are Not Prepared

* * * * *

[Revise the last sentence of item b. to read as follows:]

- b. ***Mail that falls beyond the SCF/RPDC pallet level must be placed on the next appropriate pallet (ADC, ASF/RPDC, NDC/RPDC, or MNDC/MRPDC) or in the next appropriate sack (nonstandard parcels) or flat tray.

* * * * *

[Revise the title of 8.12 to read as follows:]

8.12 Bundle Reallocation to Protect ADC Pallet for Periodicals Flats and Nonstandard Parcels on Pallets

8.12.1 Basic Standards

[Revise the text of 8.12.1 to read as follows:]

The following apply:

- a. Bundle reallocation to protect the ADC pallet is an optional preparation method authorized for mailers using PAVE-certified presort software and may be used to create pallets under the standards in 8.12.2 and 8.12.3. Presort software determines if mail for an ADC service area falls beyond the ADC level if all finer level pallets are prepared.
- b. Reallocation is performed only when there is mail for the ADC service area that falls beyond the ADC pallet level (e.g., to sacks or flat trays).
- c. Mailers must reallocate only the minimum number of bundles necessary to create an ADC pallet at the minimum required weight.

8.12.2 General Rules

* * * * *

[Revise the text of item a. to read as follows:]

- a. Bundle preparation is not affected by the reallocation process. Mailers must reallocate only complete bundles and only the minimum number of bundles necessary to create an ADC pallet meeting the minimum pallet weight. Based on the weight of individual pieces within a bundle and bundling parameters, the weight of mail that is reallocated may be slightly more than the minimum volume required to create an ADC pallet.

[Revise the first sentence of item b. to read as follows:]

- b. Mailers must reallocate only bundles of an SCF/LPC (letters, flats)/RPDC (parcels) pallet from the same city and state as the ADC (L005, Column B).***

* * * * *

8.16 Copalletized Letter-size and Flat-size Pieces – Periodicals or USPS Marketing Mail

* * * * *

8.16.2 Periodicals

* * * * *

[Revise the text of 8.16.2c(4) to read as follows:]

- 4. Documentation showing that 5-digit, 3-digit, SCF/LPC, and ADC pallets are prepared when the applicable minimum volume is developed in the copalletized mailing for these destinations.

* * * * *

9.0 Combining Bundles of Automation and Nonautomation Flats in Flat Trays and Sacks

9.1 First-Class Mail

* * * * *

9.1.4 Tray Preparation and Labeling

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[Revise the introductory text of item d. to read as follows:]

- d. ADC, required, full trays only (no overflow trays); use L004 to determine ZIP Codes served by each ADC; labeling:

* * * * *

9.3 USPS Marketing Mail

* * * * *

9.3.5 Flat Tray/Sack Preparation and Labeling

* * * * *

[Revise the introductory text of item d. to read as follows:]

- d. ADC, required, full tray/125-piece/15-pound minimum; use L004 to determine ZIP Codes served by each ADC; labeling:

* * * * *

10.0 Merging Bundles of Flats Using the City State Product

10.1 Periodicals

* * * * *

10.1.5 Pallet Preparation and Labeling

* * * * *

[Revise the text of 10.1.5g(2) to read as follows:]

- 2. ADC;

* * * * *

10.2 USPS Marketing Mail

* * * * *

10.2.5 Pallet Preparation and Labeling

* * * * *

[Revise the second, third and fourth sentences of the introductory text of item h. to read as follows:]

- h. ***The pallet may contain carrier-route-price, automation-price, and/or Presorted-price bundles. ADC bundles must be sorted to ASF/RPDC pallets based on the “label to” ZIP Code in L004 for the bundle’s ADC destination. At the mailer’s option, appropriate mixed ADC bundles must be sorted to

ASF/RPDC pallets based on the “label to” ZIP Code in L010 for the bundle’s ADC destination.***

* * * * *

12.0 Merging Bundles of Flats on Pallets Using a 5-Percent Threshold

12.1 Periodicals

* * * * *

12.1.5 Pallet Preparation and Labeling

* * * * *

[Revise the text of item h. to read as follows:]

- h. SCF/LPC through mixed ADC, follow 8.10.2h through 8.10.2k, as applicable, to prepare and label SCF/LPC, ADC, origin mixed ADC (OMX) and mixed ADC pallet levels.

12.2 USPS Marketing Mail

* * * * *

12.2.3 Pallet Preparation and Labeling

* * * * *

[Revise the second, third and fourth sentences of the introductory text of item h. to read as follows:]

- h. ***The pallet may contain carrier-route-price, automation-price, and/or Presorted-price bundles. ADC bundles must be sorted to ASF/RPDC pallets based on the “label to” ZIP Code in L004 for the bundle’s ADC destination. At the mailer’s option, appropriate mixed ADC bundles must be sorted to

ASF/RPDC pallets based on the “label to” ZIP Code in L010 for the bundle’s ADC destination.***

* * * * *

[Revise the first, second, and third sentences of the introductory text of item i. to read as follows:]

- i. NDC/RPDC, required. The pallet may contain carrier-route-price, automation-price, and/or Presorted-price bundles. ADC bundles must be sorted to NDC/RPDC pallets based on the “label to” ZIP Code in L004 for the bundle’s ADC destination. At the mailer’s option, appropriate mixed ADC bundles must be sorted to NDC/RPDC pallets based on the “label to” ZIP Code in L010 for the bundle’s ADC destination.***

* * * * *

13.0 Merging Bundles of Flats on Pallets Using the City State Product and a 5-Percent Threshold

13.1 Periodicals

* * * * *

13.1.5 Pallet Preparation and Labeling

* * * * *

[Revise the text of item 13.1.5h(2) to read as follows:]

- 2. ADC;

* * * * *

15.0 Combining USPS Marketing Mail Flats, Bound Printed Matter Flats, and Periodicals Flats

15.1 Basic Standards

* * * * *

15.1.10 Other Periodicals Pricing

* * * * *

[Revise the text of items a. through c. to read as follows:]

- a. The bundle prices applicable to the ADC container level will be applied to the ASF/NDC/RPDC container levels.
- b. The container prices applicable to the ADC pallet level will apply to the ASF/NDC/RPDC pallet levels.
- c. The bundle price applicable to the ADC bundle placed on the ADC container level will apply to mixed ADC bundles placed on mixed NDC pallets.

* * * * *

[Revise the title of 16.0 to read as follows:]

16.0 Plant-Load Mailings

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16.7 Interdistrict Plant-Loaded Shipments

* * * * *

16.7.2 First-Class Mail

* * * * *

[Revise the text of item b. to read as follows:]

- b. After loading all possible SCF/LPC vehicles, if there is enough mail for the same ADC service area to fill 60 percent or more of a vehicle by weight or by cube, the mailer must prepare a direct vehicle for that ADC.

16.7.3 Periodicals

* * * * *

[Revise the text of items b. and c. to read as follows:]

- b. After loading all possible SCF/LPC (letters, flats)/RPDC (parcels) vehicles, if there is enough mail for the same ADC service area to fill 60 percent or more of a vehicle by weight or by cube, the mailer must prepare a direct vehicle for that ADC.
- c. After loading all possible SCF/LPC (letters, flats)/RPDC (parcels) and ADC vehicles, if there is enough mail for the same transfer hub service area to fill 60 percent or more of a vehicle by weight or by cube, the mailer must prepare a direct vehicle for that transfer hub.

* * * * *

16.7.7 Sufficient Volume

* * * * *

[Revise the text of item a. to read as follows:]

- a. For First-Class Mail, if there is enough mail for the same ADC service area to fill 60 percent or more of a vehicle by weight or by cube, the mailer must prepare a direct vehicle for the ADC.

* * * * *

18.0 Priority Mail Express Open and Distribute and Priority Mail Open and Distribute

* * * * *

18.5 Preparation

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18.5.2 Priority Mail Express and Priority Mail Tray and Sack Labels

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[Revise the text of item 18.5.2a(3) to read as follows:]

3. For ADC distribution, use the destination in L004, Column B.

* * * * *

18.5.3 Tags 257 and 267 – Priority Mail Express Open and Distribute

[Revise the second sentence of the introductory text of 18.5.3 to read as follows:]

For mailings prepared under the Electronic Verification System (eVS), the mailer must use blue Tag 257-EVS and yellow Tag 267-EVS.

[Revise the text of item a. to read as follows:]

- a. The mailer must attach yellow Tag 267 or yellow Tag 267-EVS to sacks used as Priority Mail Express Open and Distribute containers destined to a NDC/RPDC, ASF/RPDC, ADC, or SCF/RPDC facility.

* * * * *

18.5.4 Tags 161 and 190 – Priority Mail Open and Distribute

[Revise the second sentence of the introductory text of 18.5.4 to read as follows:]

For mailings prepared under the Electronic Verification System (eVS), the mailer must use green Tag 161-EVS and pink Tag 190-EVS.

[Revise the text of item a. to read as follows:]

- a. The mailer must attach green Tag 161 or green Tag 161-EVS to sacks used as Priority Mail Open and Distribute containers to an NDC/RPDC, ASF/RPDC, ADC, or SCF/RPDC facility.

* * * * *

[Revise the title and text of 18.5.10 to read as follows:]

18.5.10 ADC Address Labels

See Exhibit 18.5.10 for an example of an ADC address label. For the ADC address label, the mailer must:

- a. Use “ADC” followed by the city, state, and ZIP Code in the “Drop Entry Point View” file on the USPS FAST website, <https://fast.usps.com>.
- b. Directly below the ADC facility name, specify the class and processing category of the enclosed mail.

[Revise the title for Exhibit 18.5.10 to read as follows:]

Exhibit 18.5.10 ADC Address Label

* * * * *

21.0 Optional Combined Parcel Mailings

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21.2 Price Eligibility

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21.2.2 Price Application

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[Revise the text of items 21.2.2b(1) and 21.2.2b(2) to read as follows:]

1. Presorted prices for BPM pieces prepared in other than MXD ADC and MXD NDC/RPDC containers when the combined mailing contains at least 300 BPM pieces.

2. Nonpresorted prices for pieces prepared in MXD ADC and MXD NDC/RPDC containers when the combined mailing contains less than 300 BPM pieces.

* * * * *

[Revise the text of items 21.2.2c(2) and 21.2.2c(3) to read as follows:]

2. Basic prices for pieces prepared in 3-digit, ADC, and NDC/RPDC containers when the combined mailing contains at least 300 Media Mail pieces.
3. Single-piece prices for pieces prepared in MXD ADC and MXD NDC/RPDC containers, and when the combined mailing contains less than 300 Media Mail pieces.

* * * * *

[Revise the text of items 21.2.2d(2) and 21.2.2d(3) to read as follows:]

2. Basic prices for pieces prepared in 3-digit, ADC, and NDC/RPDC containers when the combined mailing contains at least 300 Library Mail pieces.
3. Single-piece prices for pieces in MXD ADC and MXD NDC/RPDC containers, and when the combined mailing contains less than 300 Library Mail pieces.

[Revise the text of item e. to read as follows:]

- e. Parcel Select prices are based on the destination entry for pieces in 5-digit, 3-digit, ADC, and NDC/RPDC containers.

21.3 Mail Preparation

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21.3.3 Combining USPS Marketing Mail, Parcel Select, and Package Services

APPS-Machinable Parcels

[Revise the introductory text of 12.3.3 to read as follows:]

The mailer must prepare and enter USPS Marketing Mail, Parcel Select, and Package Services nonstandard parcels, that are not tubes, rolls, triangles, or similarly nonstandard-shaped parcels, as combined APPS-machinable parcels based on the minimums in the table below.

COMBINED PREPARATION

[Revise the title “ADC/RPDC (Required)” of the fourth column of the table of 21.3.3 to read as follows:]

ADC

(Required)

[Revise the title “Mixed ADC/RPDC (Required)” of the fifth column of the table of 21.3.3 to read as follows:]

Mixed ADC

(Required)

* * * * *

**21.3.4 Combining USPS Marketing Mail, Parcel Select, and Package Services
Parcels (Not APPS-Machinable)**

[Revise the introductory text of 21.3.4 to read as follows:]

The mailer must prepare and enter USPS Marketing Mail, Parcel Select, and Package Services parcels, and USPS Marketing Mail Marketing parcels under 2 ounces, as combined not-APPS-machinable parcels based on the minimums in the table below.

COMBINED PREPARATION

[Revise the title “ADC/RPDC (Required)” of the fourth column of the table of 21.3.4 to read as follows:]

ADC

(Required)

[Revise the title “Mixed ADC/RPDC (Required)” of the fifth column of the table of 21.3.4 to read as follows:]

Mixed ADC

(Required)

* * * * *

The Postal Service will publish these revisions in the April 7, 2025, edition of the online DMM, which is available on Postal Explorer[®] at pe.usps.com.

— *Product Classification, Product Solutions, 1-9-2025*