

**WHERE IS IT IN WRITING
THAT ADDRESSES THAT
WILL NOT PROCESS IN
DELIVERY ORDER ARE TO
BE PULLED OUT OF THE DPS
SCHEME?**

- July 26, 1994, Roy Gamble Letter

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MANAGERS, OPERATIONS PROGRAMS SUPPORT (DISTRICT)

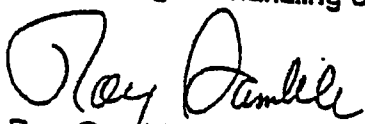
SUBJECT: Delivery Point Sequence Mail - Rural Routes

Training for implementation of Delivery Point Sequence (DPS) mail on rural routes was given to Quality of Work Life/Employee Involvement District Joint Steering Committee (DJSC) Co-Chairs and area and district office representatives in May and June of this year. Although the implementation training was fairly specific, there still seems to be some confusion concerning the handling of DPS mail for cluster box units (CBUs) or apartment buildings.

The DPS standard for rural carriers is a route (street) handling rate that requires the DPS mail to be in "delivery order." Generally, mail for apartment buildings is sorted to the arrow lock (finest depth of sort). This usually means the mail is sorted to the street address but is not necessarily in apartment or suite order (Apt. 1, 2, 3, etc.). Therefore, although apartment house mail sorted to the arrow lock is considered to be in DPS order for city routes, it is not considered as DPS mail on rural routes.

It is possible that mail for apartment buildings, CBUs, or other centralized deliveries could be considered DPS mail on rural. However, the mail would have to be in apartment, compartment, suite, bin or house number "delivery order" to be counted as DPS on rural routes.

Addresses that will not process in delivery order are pulled out of the DPS scheme and the mail is provided to the carrier as random mail; or the address might stay in the DPS scheme and the mail could be counted as sector/segment mail. Your DJSC has been instructed to review these types of addresses to determine if they would qualify for sector/segment sortation. If the address is left in the scheme, do not consider this sector/segment mail in the DPS volume totals for mail count, minimum piece requirements, and quality threshold qualification. This issue was covered in both training sessions and attendees should contact Robert West at 202-268-3551, if they have any questions concerning the handling of apartment or CBU mail.



Roy Garble, Manager
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cc: Managers, Operations Programs Support (Area)