# Australia Post Data Guide

## Guidelines for using Australia Post data

Effective 1 December 2018

auspost.com.au

Classification: Public

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# 1 Contact Us

**We can assist with any questions relating to Australia Post Data including the Postal Address File (PAF).**

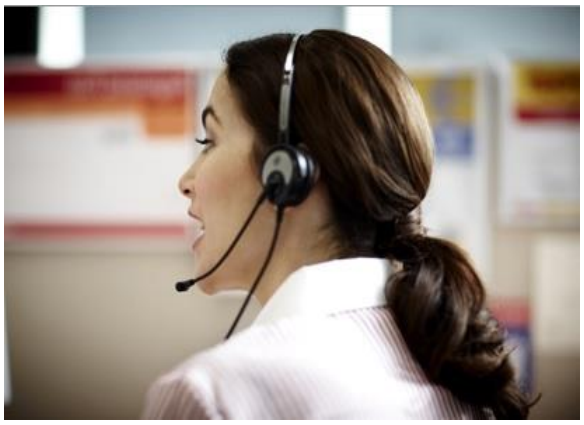
**We will respond to your query within 2 to 72 hours depending on the severity of the query. The initial response may not necessarily include problem solution as investigation may be required. If you have any concerns about a query that has not yet been acknowledged, please email to apdata.help@auspost.com.au.**

**We operate during business hours (Eastern Standard Time) Monday to Friday except for designated Victorian public holidays and the period between Christmas and New Year.**

**For participants seeking AMAS Certification, please refer to the AMAS Developers Guide.**

## Please contact us on

- E-mail: apdata.help@auspost.com.au
- Mail: Data Solutions Team
  Australia Post
  Level 11, 111 Bourke St
  MELBOURNE VIC 3000



- Website: auspost.com.au/business-solutions/address-matching-approval-system.html

# 2 Using the Data Guide

**The Data Guide is designed to provide technical information about the data available from Australia Post. This Guide outlines the structure, formats, conventions and examples for the data provided through the Australia Post Data License Agreement.**

## Australia Post Data

**Information about Australia Post Data is provided in this section, including an explanation of the PAF's core files and reference files**

## The Data Cycle

**Australia Post Data is provided on an annual cycle. This section explains the cycle of data releases which will affect the timelines for data releases.**

## PAF Basic

**PAF Basic is made up of core address and reference files that allow the construction of addresses along with common variations. These files may be used with the other PAF data packages to look at possible solutions for customers.**

## Additional Reference Files

**Information about the Reference Files is provided in this section.**

## PAF Data Packages

**Information about the available PAF Data Packages is provided in this section. The packages provide additional information on the addresses to allow greater insight and developing a variety of solutions.**

## Geocoded PAF

**Information about the available Geocoded PAF Data is provided in this section.**
**Geocoded PAF provides longitude and latitude of the delivery point**

## Glossary

**The Glossary provides a comprehensive list of definitions and abbreviations used in this guide as well address abbreviations used in PAF files.**

# 3 Australia Post Data

**Australia Post Data includes**

- **PAF Basic**
- **Additional Reference Files**
- **PAF Data Packages**
- **Geocoded PAF**

**The PAF is an extract from Australia Post's core addressing database: the Address Topology Location and Spatial (ATLAS), which has been developed for the purpose of supporting Australia Post's mail processing and delivery operations.**

**The PAF is one of the most comprehensive address reference databases in Australia. It contains Australian addresses in a correct address format and their corresponding DPIDs (Delivery Point Identifiers) or DID (Delivery Identifier). The DPID can be used to link to other data relating to an address and is used as the key for additional PAF Data Packages.**

**The PAF is an integral part of the AMAS Program for developing address matching software as well as supporting many other uses. Please refer to the AMAS Developers Guide for details on developing AMAS approved address matching software.**

- Please note that DPIDs can only ever be assigned using AMAS approved software and the current PAF.
- For more information on AMAS Certification or other uses of the PAF, please contact the Helpdesk: see Contact Us

## 3.1 Acknowledgements

The address records supplied in the PAF are compiled from Australia Post's internal operations and processes. Some data supplied in additional PAF data packages may be sourced from external bodies. Indication will be provided where data is externally sourced along with an acknowledgement of the source.

## 3.2 DPID's and DID's explained

The PAF contains records that include Delivery Point Identifiers (DPID)'s and Delivery Identifiers.

The Delivery Point Identifier (DPID) is a randomly generated, unique 8-digit number, which is allocated for every new address added to the source address database. All DPIDs for complete addresses fall within the range of 30,000,000 to 99,999,999.

The Delivery Identifier (DID) is an 8-digit number which is assigned to a whole Street or Locality and represents all of the addresses in the Group or Locality. Group DIDs are within the range of 26,000,000 to 27,999,999.

Locality DIDs are within 28,000,000 to 28,999,999.

DIDs allow matching to partial addresses so additional information will assist with the delivery of the article. As a DID can represent many points in the Group or Locality, they should not be used to identify duplicate records in a database.

DPIDs and DIDs can be processed through conversion software to produce the corresponding barcode on the associated mail piece. NOTE: for the purposes of simplicity, all further references to DPIDs and DIDs will be referred to collectively as DPIDs.

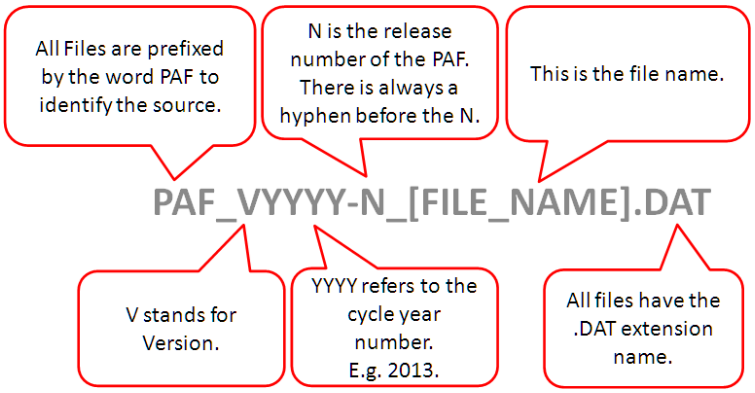
## 3.3 Naming Convention

All the files that make up the PAF follow the same naming convention.

The format is

PAF_VYYYY-N_[FILE_NAME].DAT

E.g. PAF_V2013-1_GROUP.DAT is the Group File as per the 1st release of the 2013 Cycle.



## 3.4 PAF Record Format

All the files that make up the PAF follow the same naming convention.

Each record in the PAF has a fixed length and is terminated with two ASCII characters:

“13” and “10” (carriage return and linefeed).

The record also carries an “action code”: (RECORD_ACTN_CODE), which indicates whether the record should be deleted, amended or inserted. For every release, this field will be set to:

I INSERT

Special Considerations – Character Justification

A consideration in address matching is the way computers store characters internally. Typically, alphanumeric characters are left aligned, and numeric characters are right aligned.

All numeric characters on the PAF are right aligned with leading “0” zeros **except for the Postcode fields**, which are 12 characters in length. The Postcode fields are left aligned to cater for Postcodes that start with “0” zero.

Postcodes will be output in the PAF as 4 digits and 8 blanks.

Examples:

If the house number is **1**: since the definition for this field is 5 characters it will be stored in the PAF as **00001**

If the shop number is **20**: since the definition for this field is 7 alphanumeric characters it will be stored in the PAF left justified as **20 and 5 blanks**

If the Postcode is **0800**: since the definition for this field is 12 characters (consistent with AS4590-1999) it will be stored in the PAF as **4 digits (0800) and 8 blanks**

If the Postcode is **3001**: it will be stored in the PAF as **4 digits (3001)** and **8 blanks**

Please note that for mail presentation purposes the leading zeros are to be dropped for all fields except the Postcode.

## 3.5 Additional Information about PAF Content

It is intended that the PAF will contain:

1. Addresses to which mail is likely to be addressed.

2. The **preferred postal address** for a building/property in favour of the council rated address.

3. Only **Australian postal addresses**, as defined by the Australia Post postcode boundaries.

4. Only **English Alphabet** addresses.

5. **Full addresses** that have a minimum for Street addresses of Street Number, Street Name, Locality, State and Postcode and for Postal Delivery Type addresses of Postal Delivery Type, Postal Delivery Number, Locality, State and Postcode.

6. For selected areas there will be Group records that have a Group Delivery ID to which matching will be allowed. Group records must have associated Points and/or a Group_Delivery_ID. There will be no Group records that do not have associated Points and do not have a Group_Delivery_ID.

7. For selected areas there will be Locality records that have a Locality_Delivery ID to which matching will be allowed. Locality records must have associated Groups and/or a Locality_Delivery_ID. There will be no Locality records that do not have associated Groups and do not have a Locality_Delivery_ID.

8. **Primary Point addresses** to assist with address matching.

9. The AMAS Program defines a primary point street address as an address without secondary information (although they may have separated but associated address records that contain secondary information).

10. **Secondary Addresses**

11. Where Australia Post recognises specific secondary information pertaining to an address.

12. The **Postal Delivery Type** addresses of:

- PO BOX (Post Office Box)
- GPO BOX (General Post Office Box)
- CARE PO (Care Post Office)
- RMB (Roadside Mail Bag/Box)
- RSD (Roadside Delivery)
- CMA (Community Mail Agent)
- CPA (Community Postal Agent)
- PRIVATE BAG
- LOCKED BAG
- MS (Mail Service)
- CMB (Community Mail Bay)
- RMS (Roadside Mail Service)

13. Australia Post approved **locality synonyms**.

14. All **floor levels** for each building where any of the levels of that building are recorded as a postal delivery point.

15. The following specific occurrences where Australia Post recognises **relevant entity types** through the course of postal delivery –

- alternative addresses
- private road addresses and
- addresses of a conglomerate nature like universities, schools, hospitals, shopping centres, and cemeteries.

16. **Building Property Names** for properties of recognised significant value. Australia Post has a continual program to capture and update these names in the PAF.

17. For further definition on where Australia Post delivers, please refer to the General Post Guide. http://auspost.com.au/media/documents/general-post-guide.pdf

18. The PAF will only contain **Address Component Type** values that are recognised by Australian Standards. See http://auspost.com.au/parcels-mail/addressing-guidelines.html

19. **Phantom to Real Primary Point**: Some Primary Points that have a small number of secondary addresses may have their Primary Point Indicator updated from Phantom to Real. These changes are made as a concession to increase the barcode match rate for addresses that do not contain secondary information. This concession is made on the understanding that in many cases it is possible for the Postal Delivery Officer to identify the correct recipient by reading the Addressee's name details. However, please note that mail addressed 'To The Householder' or similar may not be able to be delivered by Australia Post.

20. **Group** and **Locality** records in selected areas where matching is permitted to the Group or Locality level representing a match for all addresses in the Group or Locality.

21. **Bordering Localities**: A list of Localities that share a border or are close to the border of other Localities.

22. **Street Alternates**: A list of alternative names for selected thoroughfares. The alternative names for thoroughfares may be the renaming of the street, abbreviated names or common misspellings.

**It is intended that the PAF will not contain:**

- Reply Paid addresses.
- Large Volume Receiver (LVR) postcodes.
- Person Names.
- Company or Business Names.

Descriptive addresses (e.g. corner of, near to, etc).

- Box addresses at non registered Australia Post facilities.
- Any floor levels for buildings where none of the levels of that building are recorded as a postal delivery point.
- Vacant parcels of land that have no house (street) number assigned.
- Duplicated points.
- The following where Australia Post does not recognise specific occurrences of the relevant entity types through the course of postal delivery:

  - Addresses that are unlikely to have mail deliveries. E.g. those that relate to non postal delivery points (parks, playgrounds, utility substations), with the exception of "Phantom Primary Points".
  - Secondary addresses for some establishments of a conglomerate type like nursing homes, caravan parks, and holiday units.
  - Private road addresses.
- Any non-Australian addresses.
- Any non-English alphabet addresses.

**Incomplete addresses** without all the required address components (eg. A street number) with the exception of selected areas where matching is permitted to Group_Delivery_ID and Locality_Delivery_ID.

Any PAF records that do not have referential integrity with other PAF data files where applicable. Point records must always have associated Group and Locality records and Group records must always have associated Locality records.

Any Address Component Type values that are not recognised by Standards Australia. If an Address Component Type value is not recognised, it will not be stored in the PAF. In particular if a Street Type is not recognised it will appear as part of the Street Name and the Street Type will be blank.

For further definition on where Australia Post delivers, please refer to the General Post Guide available at

http://auspost.com.au/parcels-mail/downloadable-post-guides.html

**Additional points about the contents of the PAF:**

Australia Post acknowledges the difficulties of ensuring full address data coverage and accuracy, as addresses are created, changed, and deleted by a variety of third parties.

Australia Post is committed to a continuing program of improved address coverage. This program includes but is not limited to daily address capture by Australia Post delivery staff, reject/missort analysis within Australia Post mail centres and data sharing with State Land Authorities.

All addresses are provided in the format described by Australian Standard 4590-1999 for the Interchange of Client Information http://auspost.com.au/media/documents/australia-post-addressing-standards-1999.pdf

Australia Post makes no claim as to the extent of address coverage for the PAF and acknowledges that it is incomplete in some parts.

# 4 The Data Cycle

**The Postal Address File (PAF) is issued on an annual cycle which runs from the 1st of January to the 31st of December each year.**

**Having an annual cycle period keeps the PAF format constant for all releases made during this cycle and it also helps users of Australia Post Data to plan their solutions and test their address matching software for compliance with the AMAS Program between cycles.**

**During the data annual cycle, Australia Post will make monthly updates of the PAF available to participants. These updates will be a full replacement of the previous PAF. It is mandatory for updates of the PAF in AMAS software to be made at least quarterly with monthly updates to end users being optional.**

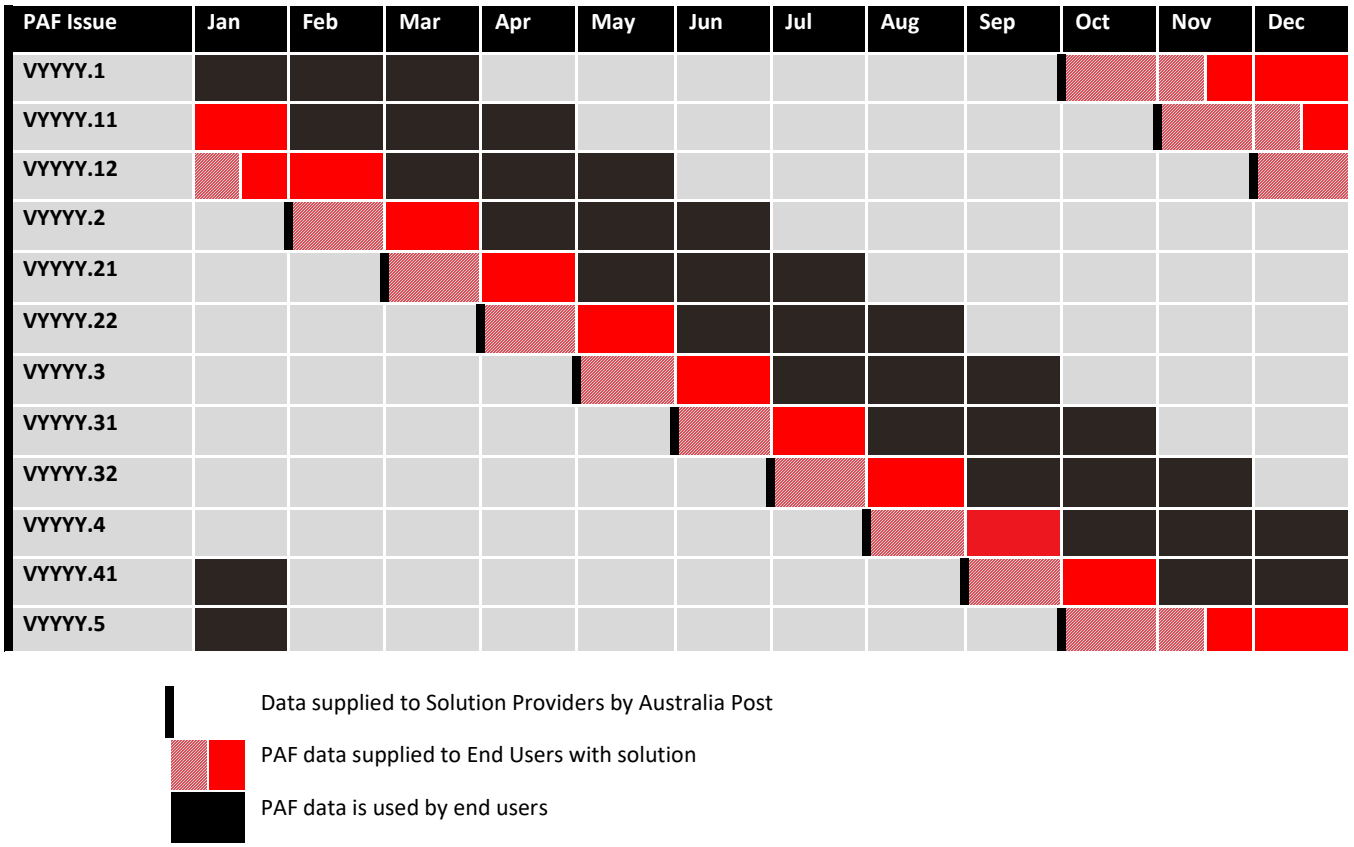
**In July, current and potential users of PAF data will be provided with all the necessary information about the next data cycle including any changes to the PAF format, as this may affect the timelines around developing software or affect their use of PAF data. It is best practice to re-register in July each year with Australia Post to ensure seamless transitions between one data cycle year and the next.**

## 4.1 Timeline of significant events

This diagram shows the monthly PAF release cycle and the associated timelines for end users who use PAF data.

Specific dates for each release activity are listed on the following page.

Note: When reading the PAF issue number, the V stands for Version, YYYY refers to the cycle year number and the number refers to the release number of the PAF. E.g. PAF V2013.2 is the second release in the 2013 in the 2013 cycle year



### 4.1.1 Releases of the PAF

A new PAF may be used as soon as it is received. A full replacement of the PAF (which may include additions, deletions, and modifications) is reissued periodically. The PAF update timetable below provides:

- a detailed schedule for the planned PAF releases by Australia Post
- the distribution dates from solution providers to end users, and
- the expiry dates for the last use of each PAF.

Quarterly releases form part of the mandatory update requirements and monthly releases are additional.

Please read the Notes below the tables for a full explanation of the conditions.

| PAF Version: | Australia Post releases the PAF to solution providers | Date end users must receive PAF version if bundled in Address Matching software | PAF Expiry Date: The last permissible date of use by end-users |
|---|---|---|---|
| **VYYYY.0** [1] | 1 July | N/A | |
| **VYYYY.1** | 1 October | 15 November | 31 March |
| **VYYYY.11** | 1 November | 1 December | 30 April |
| **VYYYY.12** | 1 December | 1 January | 31 May |
| **VYYYY.2** | 30 January | 28 February | 30 June |
| **VYYYY.21** | 28 February | 31 March | 31 July |
| **VYYYY.22** | 31 March | 30 April | 31 August |
| **VYYYY.3** | 1 May | 31 May | 30 September |
| **VYYYY.31** | 31 May | 30 June | 31 October |
| **VYYYY.32** | 30 June | 31 July | 30 November |
| **VYYYY.4** | 1 August | 31 August | 31 December |
| **VYYYY.41** | 31 August | 30 September | 31 January |
| **VYYYY.5** [2] | 1 October | 15 November | 31 January |

When reading the PAF issue number, the V stands for Version, YYYY refers to the cycle year number and the number refers to the monthly release number of the PAF. For example:

- PAF V2014.2 is the second quarterly PAF release issued on the 30th of January.
- PAF V2014.21 is the first additional monthly release made in the second quarter, released on the 28th of February.
- PAFV2014.22 is the second additional monthly release made in the second quarter, released on the 31st of March.
- All three examples have the same PAF expiry date of the 30th of June.

- Note 1: This version (VYYYY.0) is for development purposes only and may not be distributed to end-users. It is used for testing AMAS Developers software against the rules for the new AMAS cycle in preparation for gaining approval.
- Note 2: PAF YYYY.5 is a contingency version of the PAF which allows customers additional time for integration of new cycle software. It is only made available to approved customers upon written request.

## 4.2 PAF Distribution

The PAF is available as a zipped file available via a file transfer protocol (FTP) site. The file is able be downloaded directly by participants who have purchased PAF data packages.

The PAF file is released according to the schedule listed above, and the most current version is available from the download page when it is ready to be accessed.

# 5 PAF Basic

**PAF Basic is made up of core address and reference files that allow the construction of addresses along with common variations. These files may be used with the other PAF data packages to look at possible solutions for customers.**

## Cores Address Files

- **Point File contains information on each delivery point and Delivery Point Identifier (DPID).**
- **Group File contains information on thoroughfares or postal delivery types with delivery points.**
- **Locality File contains information on each locality (suburb), including the associated state and postcode.**

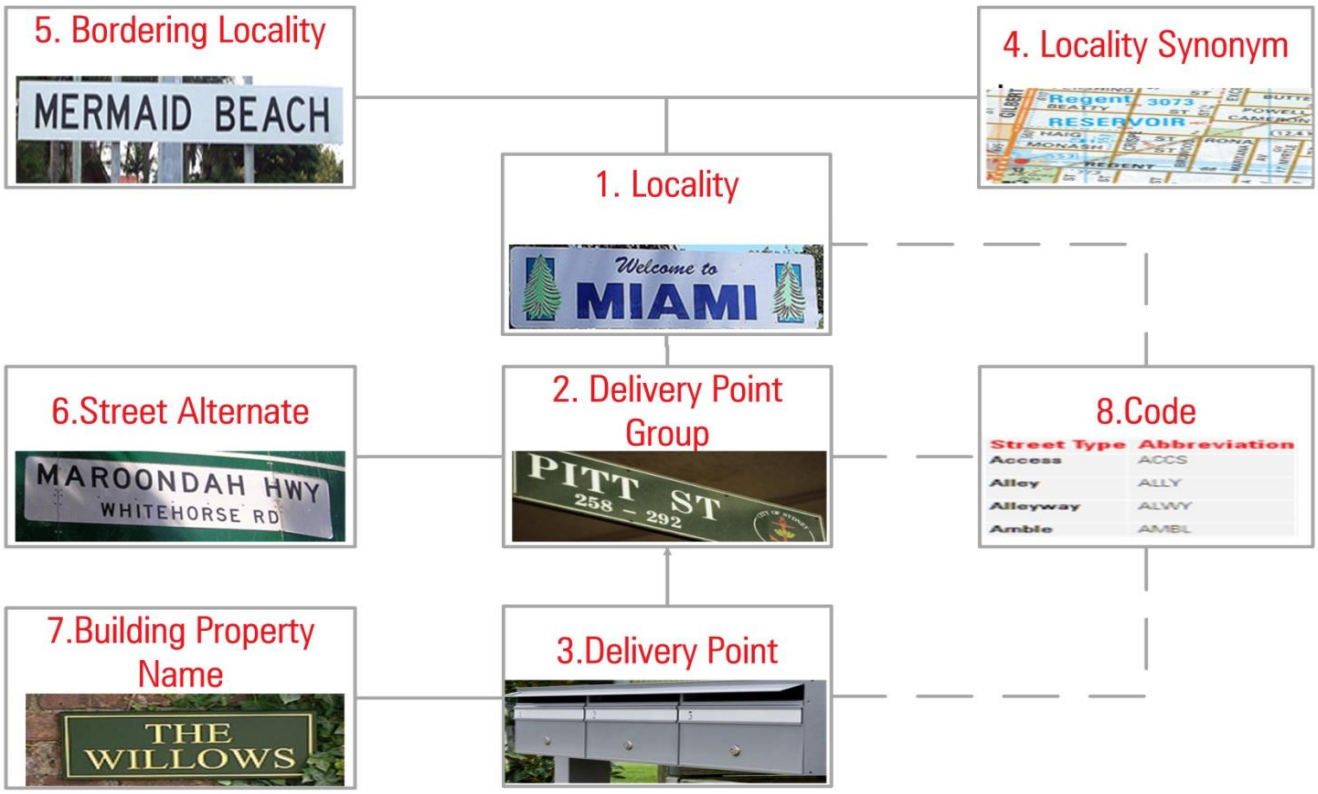
## Reference Files

- **Locality Synonym File contains common variations of Localities such as misspellings, abbreviations and commonly used alternatives**
- **Building Property Name File contains the associated Building Property Name for an address and may contain multiple names for the one address**
- **Code File contains the standard abbreviations, full description and common variations for Flat/Unit Type, Floor/Level Type, Thoroughfare Type, Thoroughfare Suffix, State and Postal Delivery**
- **Bordering Locality File contains the details of associated Localities that adjoin those listed in the Locality file**
- **Street Alternate File contains common alternative names and spellings of selected Thoroughfares**

### 5.1 PAF Basic File Relationships

The diagram below shows the associated relationship between the core and reference files supplied in the PAF.

The files contain an identifier that provides a link to associated records in each file. The Code file shows different representations of common values. The following pages provide more detail about each file.




## 5.2 General File Information

The following conventions apply to all files listed in the tables within this document:

- Files contain no header information
- Field column provides the name of the related field within the file
- Description column provides information relating to the data contained within the field
- Sample column provides and example of the data that may be contained in the field
- Size column provides the data type and length of the field based on the following parameters
- A indicates alphabetic character (no numeric digits)
- X indicates alphanumeric character
- 9 indicates numeric digit only (0 – 9)
- The length of each field is specified as an integer within parentheses in the Size column
- All character fields are left aligned
- All numeric fields are right aligned with padding zero in front to make up the length
- The one exception is the postcode field where both rules apply, ie. left aligned and padded with zero. This field is set at 12 characters long, but it will always contain a 4-digit postcode number, eg. “3001”, “0832”, plus 8 blanks.

## 5.3 PAF Basic Contents

PAF Basic is made up of the following files which when joined together using the related identifiers allows the construction of the full address. It also consists of reference files that provide common variations to the relevant address components.

### 5.3.1 Delivery Point File

**File name: PAF_VYYYY-N_POINT.DAT**

This file contains information on each delivery point and Delivery Point Identifier (DPID). E.g. the thoroughfare number and any associated details such as unit or level or postal delivery type number. NOTE: Refer to 5.2 General File Information for the conventions used within this table.

| Field | Description | Size | Sample | Conditions |
|---|---|---|---|---|
| RECORD_ACTN_CODE | Record action to the record since last PAF. | A(1) | I = INSERT | Mandatory |
| DELIVY_POINT_ID | Unique identifier for an address (DPID). | 9(8) | 34567890 | Mandatory |
| DELIVY_POINT_GROUP_ID | Delivery point group ID for this delivery point. (The link to the **Delivery Point Group** file). | 9(8) | 00061234 | Mandatory |
| THOROUGHFARE _NBR_1 | Thoroughfare number for a property (first number in a property ranged address). | 9(5) | 00023 | 00000 if not used |
| THOROUGHFARE _NBR_SFX_1 | Suffix for the thoroughfare number. | A(1) | A | Optional. Only used if Tfare_ Nbr_1 exists. |
| THOROUGHFARE _NBR_2 | Second thoroughfare number (only used if the property has a ranged address eg 23-25). | 9(5) | 00025 | Greater than Tfare_Nbr_1 00000 if not used |
| THOROUGHFARE _NBR_SFX_2 | Suffix for the second thoroughfare number. | A(1) | A | Optional. Only used Tfare_ Nbr_2 exists. |
| FLAT_UNIT_TYPE | Type of flat or unit for the address. | X(7) | U = UNIT | Optional |
| FLAT_UNIT_NBR | Unit number (including suffix, if applicable). | X(7) | 2A | Optional |
| FLOOR_LEVEL_TYPE | Type of floor or level for the address. | X(2) | FL | Optional |
| FLOOR_LEVEL_NBR | Floor or level number (including alpha characters). | X(5) | 2 | Optional |
| LOT_NBR | Allotment number for the address. | X(6) | 20 | Optional |
| POSTAL_DELIVERY_NBR | Postal delivery number if the address is a postal delivery type. | 9(5) | 00002 | 00000 if not used |
| POSTAL_DELIVERY_NBR_PFX | Postal delivery number prefix related to the postal delivery number. | A(3) | N | Optional |
| POSTAL_DELIVERY_NBR_SFX | Postal delivery number suffix related to the postal delivery number. | A(3) | A | Optional |
| PRIMARY_POINT_IND | Indicates if and the type of primary delivery point for the record. | X(1) | R | R= Real, P = Phantom Else BLANK |

### 5.3.2 Delivery Point Group File

**File name: PAF_VYYYY-N_GROUP.DAT**
The file contains information on thoroughfares or postal delivery types with delivery points. NOTE: Refer to 5.2 General File Information for the conventions used within this table.

| Field | Description | Size | Sample | Conditions |
|---|---|---|---|---|
| RECORD_ACTN_CODE | Record action to the record since last PAF. | A(1) | I = INSERT | Mandatory |
| DELIVY_POINT_GROUP_ID | Unique identifier for a delivery point group. (The link to the Delivery Point file.) | 9(8) | 00061234 | Mandatory |
| LOCALITY_ID | Locality ID for this delivery point group. (The link to the Locality file.) | 9(8) | 00002281 | Mandatory |
| STREET_NAME | The name of the street. | X(30) | SMITH | Mandatory if thoroughfare |
| STREET_TYPE | The street type. (The link to the Code file). | X(4) | ST | Optional |
| STREET_SFX | The street type suffix. (The link to the Code file.) | A(2) | W = WEST<br>E = EAST | Optional |
| POSTAL_DELIVERY_ TYPE | Postal delivery type. | X(11) | PO BOX,<br>CARE PO | Mandatory if postal type |
| DELIVY_POINT_GROUP_DID | Unique Delivery ID for a delivery point group. Formed by adding 26,000,000 to the Delivy_Point_Group_ID | 9(8) | 26061234 | Optional |

### 5.3.3 Locality File

**File name: PAF_VYYYY-N_LOCALITY.DAT**
The file contains information on thoroughfares or postal delivery types with delivery points. NOTE: Refer to 5.2 General File Information for the conventions used within this table.

| Field | Description | Size | Sample | Conditions |
|---|---|---|---|---|
| RECORD_ACTN_CODE | Record action to the record since last PAF. | A(1) | I = INSERT | Mandatory |
| LOCALITY_ID | Unique identifier for a locality. (Used to link to data in the Delivery Point Group and Locality Synonym files). | 9(8) | 00002281 | Mandatory |
| LOCALITY_NAME | Full name of locality. | X(46) | RICHMOND | Mandatory |
| POSTCODE | Postcode for the locality. | X(12) | 3024 | Mandatory |
| STATE | State in which the locality belongs. | A(3) | VIC | Mandatory |
| LOCALITY_DID | Unique Delivery Identifier (DID) for a locality. Formed by adding 28,000,000 to the Locality_ID | 9(8) | 28002281 | Optional |

### 5.3.4 Locality Synonym File

**File name: PAF_VYYYY-N_SYNONYM.DAT**
This file contains common variations of Localities such as misspellings, abbreviations and commonly used alternatives. NOTE: Refer to 5.2 General File Information for the conventions used within this table.

| Field | Description | Size | Sample | Conditions |
|---|---|---|---|---|
| RECORD_ACTN_CODE | Record action to the record since last PAF. | A(1) | I = INSERT | Mandatory |
| TYPE_ID | Identifies synonym type. Currently only LOC (for Locality synonym) is used. | X(3) | LOC | Mandatory |
| LOCALITY_ID | Unique identifier for a locality. (The link to **Locality** table.) | 9(8) | 00003081 | Mandatory |
| SYNONYM | Locality synonym for the locality in the **Locality** table that is linked via the LOCALITY_ID. | X(46) | WINDSOR | Mandatory |
| POSTCODE | Postcode for the locality. | X(12) | 3024 | Mandatory |
| TYPE_ACTN_CODE | Record status | A(1) | V =VALID | Mandatory |

### 5.3.5 Building Property Name File

**File name: PAF_VYYYY-N_BLDG_PROP_NAME.DAT**
This file contains the associated Building Property Name for an address and may contain multiple names for the one address. NOTE: Refer to 5.2 General File Information for the conventions used within this table.

| Field | Description | Size | Sample | Conditions |
|---|---|---|---|---|
| RECORD_ACTN_CODE | Record action to the record since last PAF. | A(1) | I = INSERT | Mandatory |
| DELIVY_POINT_ID | Unique identifier for an address (DPID). (The link to the Delivery Point file) | 9(8) | 34567890 | Mandatory |
| BLDG_PROP_NAME_1 | Building/Property name 1. | X(30) | CAPITAL HOUSE | Mandatory |
| BLDG_PROP_NAME_2 | Building/Property name 2. | X(30) | | Optional |

### 5.3.6 Code File

**File name: PAF_VYYYY-N_CODE.DAT**
This file contains the standard abbreviations, full description and common variations for Flat/Unit Type, Floor/Level Type, Thoroughfare Type, Thoroughfare Suffix, State and Postal Delivery Type. NOTE: Refer to 5.2 General File Information for the conventions used within this table.

| Field | Description | Size | Sample | Conditions |
|---|---|---|---|---|
| RECORD_ACTN_CODE | Record action to the record since last PAF. | A(1) | I = INSERT | Mandatory |
| TYPE_ID | Identifies record type. | X(3) | STA, STT | Mandatory |
| TYPE_ITEM | Item containing common representations of address components. | X(40) | U, FLOOR | Mandatory |
| TYPE_ITEM_ABBR | AMAS valid abbreviations for individual address type item. | X(25) | U, F | Mandatory |
| TYPE_ACTN_CODE | Record status | A(1) | V =VALID | Mandatory |

### 5.3.7 Bordering Locality File

**File name: PAF_VYYYY-N_BORDERING_LOCALITY.DAT**
This file contains the details of associated Localities that adjoin those listed in the Locality file. NOTE: Refer to 5.2 General File Information for the conventions used within this table.

| Field | Description | Size | Sample | Conditions |
|---|---|---|---|---|
| RECORD_ACTN_CODE | This value is always set to I = Insert | A(1) | I | Mandatory |
| PARENT_LOCALITY_ID | Unique identifier for a locality associated with the Bordering Locality (The link to Locality table). To be padded out with leading zeroes | 9(8) | 00003262 | Mandatory |
| BORDERING_LOCALITY_ID | ID of the Locality that borders the above associated locality | 9(8) | 00003145 | Mandatory |
| BORDERING_LOCALITY_NAME | Locality Name associated with the BORDERING_LOCALITY_ID. | X(46) | TOORAK | Mandatory |
| BORDERING_POSTCODE | Postcode associated with the BORDERING_LOCALITY_ID. | X(12) | 3142 | Mandatory |

### 5.3.8 Street Alternate File

**File name: PAF_VYYYY-N_STREET_ALTERNATE.DAT**
This file contains common alternative names and spellings of selected Thoroughfares. NOTE: Refer to 5.2 General File Information for the conventions used within this table.

| Field | Description | Size | Sample | Conditions |
|---|---|---|---|---|
| RECORD_ACTN_CODE | Default value set to I = Insert | A(1) | I | Mandatory |
| DELIVY_POINT_GROUP_ID | Unique identifier of the associated official PAF Street. (The link to the Delivery Point Group Table.) | 9(8) | 00012345 | Mandatory |
| ST_ALT_STREET_NAME | The alternate name of the street. | X(30) | MAROONDAH | Mandatory |
| ST_ALT_STREET_TYPE | The street type of the alternate street name. | X(4) | HWY | Optional |
| ST_ALT_STREET_SFX | The street type suffix. (The link to the Code Table.) | A(2) | W= WEST | |

# 6 Additional Reference Files

**Along with the PAF Basic files, there are also additional reference files available to assist with address matching and validation.**

**Additional files can be provided dependent on your arrangement with Australia Post and specific data needs. Contact the Helpdesk regarding additional reference file requirements.**

## 6.1 Incremental Changes File (ICF)

**File name: PAF_YYYY-(N-1)_YYYY-N_ICF.DAT**

This file contains DPIDs, action codes and indicators to indicate deleted addresses and changed address information for those DPIDs that have had some address components modified since the previous PAF. This file is released to participants with every general release of the PAF except for the VYYYY.0 release.

The PAF Incremental Changes File will not contain the DPID of any Inserts. That is, it will not contain details of any new DPIDs that have been added to the PAF since the previous PAF was released.

The Record Action Code signifies that a change has occurred to the associated address details of this DPID since the previous PAF was released. The address component indicator signifies which address component has changed.

The following seven action codes used in the ICF are:

| | |
|---|---|
| D (Delete) | Any DPID in the PAF Incremental Changes File that has this action code means that the DPID and its associated address components have been deleted since the previous PAF was released. |
| G (Group) | Any DPID that has this action code means that Point records for the associated Group have been added to the PAF since the previous release. |
| L (Locality) | Any DPID in that has this action code means that Point or Group records for the associated Locality have been added to the PAF since the previous release. |
| M (Modify) | Any DPID that has this action code means that at least one of the associated address components in the PAF have changed since the previous PAF was released. These records will contain values in the address component indicator fields to indicate which address fields have changed. |
| P (Primary) | Any DPID that has this action code means that the secondary address components associated with this Primary Point have either been modified or additional secondary points have been added. For details on the definitions of Primary Points and Secondary information, please refer to the Glossary section. |
| S (Street) | Any DPID that has this action code means that a Point record with similar Street details has been added to the PAF since the previous release. |
| T (Targeted) | Any DPID that has this action code means that a Point record has been targeted for rematching to overcome a previous issue. |

| Field | Description | Size | Sample | Conditions |
|---|---|---|---|---|
| RECORD_ACTN_CODE | Action made to the record since the last PAF. | A(1) | M=MODIFY D= DELETE | Mandatory |
| DELIVY_POINT_ID | Unique identifier for an address (DPID). | 9(8) | 34567890 | Mandatory |
| 1. HOUSE_NBR_1_IND | First house (street) number change indicator. | A(1) | N=No, Y=Yes | Mandatory |
| 2. HOUSE_NBR_SFX_1 _IND | First house (street) number suffix change indicator. | A(1) | N=No, Y=Yes | Mandatory |
| 3. HOUSE_NBR_2_IND | Second house (street) number change indicator. | A(1) | N=No, Y=Yes | Mandatory |
| 4. HOUSE_NBR_SFX_2 _IND | Second house (street) number suffix change indicator. | A(1) | N=No, Y=Yes | Mandatory |
| 5. FLAT_UNIT_TYPE_IND | Flat/Unit type change indicator. | A(1) | N=No, Y=Yes | Mandatory |
| 6. FLAT_UNIT_NBR_IND | Flat/Unit number change indicator. | A(1) | N=No, Y=Yes | Mandatory |
| 7. FLOOR_LEVEL_TYPE _IND | Floor/Level type change indicator. | A(1) | N=No, Y=Yes | Mandatory |
| 8. FLOOR_LEVEL_NBR _IND | Floor/Level number change indicator. | A(1) | N=No, Y=Yes | Mandatory |
| 9. BLDG_PROP_NAME_1 _IND | Building/Property name 1 change indicator. | A(1) | N=No, Y=Yes | Mandatory |
| 10. BLDG_PROP_NAME_ 2_IND | Building/Property name 2 change indicator. | A(1) | N=No, Y=Yes | Mandatory |
| 11. LOT_NBR_IND | Lot number change indicator. | A(1) | N=No, Y=Yes | Mandatory |
| 12. POSTAL_DELIVERY_ NBR_IND | Postal delivery number change indicator. | A(1) | N=No, Y=Yes | Mandatory |
| 13. POSTAL_DELIVERY_ NBR _PFX_IND | Postal delivery number prefix change indicator. | A(1) | N=No, Y=Yes | Mandatory |
| 14. POSTAL_DELIVERY_ NBR_SFX_IND | Postal delivery number suffix change indicator. | A(1) | N=No, Y=Yes | Mandatory |
| 15. PRIMARY_POINT_ CHN_IND | Primary point change indicator. | A(1) | N=No, Y=Yes | Mandatory |
| 16. STREET_NAME_IND | Street name change indicator. | A(1) | N=No, Y=Yes | Mandatory |
| 17. STREET_TYPE_IND | Street name change indicator. | A(1) | N=No, Y=Yes | Mandatory |
| 18. STREET_SFX_IND | Street name change indicator. | A(1) | N=No, Y=Yes | Mandatory |
| 19. POSTAL_DELIVERY_ TYPE_IND | Postal delivery type change indicator. | A(1) | N=No, Y=Yes | Mandatory |
| 20. LOCALITY_IND | Locality change indicator. | A(1) | N=No, Y=Yes | Mandatory |
| 21. POSTCODE_IND | Postcode change indicator. | A(1) | N=No, Y=Yes | Mandatory |
| 22. STATE_IND | State change indicator. | A(1) | N=No, Y=Yes | Mandatory |

**Identifying the changed fields for a modified address**

The address component indicators are only supplied with modified records I.e. records that have a record action code of M. Records with a record action code of “D” (Deleted) or “P” (Primary) will have all the “address component indicator” fields set to spaces.

The address component indicator values used are Y (Yes) or N (No) that identifies which component fields of the address record have changed. There is an address component indicator for every address component of the record as contained in the PAF/ICF. These are the fields:

Therefore a modified record of the PAF ICF where the Flat Unit Type (field 5), Street Type (field 17) and Locality (field 20) have changed would look like;

| Field positions | Action Code | DPID | Followed by each address component indicator field value as shown in the following table |
|---|---|---|---|
| Indicators | M | 99999999 | |

| Field Number | 01 | 02 | 03 | 04 | 05 | 06 | 07 | 08 | 09 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Indicator Value | N | N | N | N | Y | N | N | N | N | N | N | N | N | N | N | N | Y | N | N | Y | N | N |

## 6.2 PAF Differences File

The PDF consists of three files that make up the addresses; Point, Group and Locality.

The file contains Record Action Codes, DPIDs and the individual Address Component fields that make up the address for the Insert and Modify records.

### 6.2.1 Point PDF File

**File name: PAF_VYYYY-N_POINT_PDF.DAT**

The PAF Differences file (PDF) Point is a list of DPIDs and addresses details of the differences between two releases of the PAF. NOTE: Refer to 5.2 General File Information for the conventions used within this table.

| Field | Description | Size | Sample | Conditions |
|---|---|---|---|---|
| RECORD_ACTN_CODE | Record action to the record since last PAF. Refer to 7.1 Record Action Codes for I, M and D | A(1) | I = INSERT | Mandatory |
| DELIVY_POINT_ID | Unique identifier for an address (DPID). | 9(8) | 34567890 | Mandatory |
| DELIVY_POINT_GROUP_ID | Delivery point group ID for this delivery point. (The link to the **Delivery Point Group PDF** file). | 9(8) | 00061234 | Mandatory |
| THOROUGHFARE _NBR_1 | Thoroughfare number for a property (first number in a property ranged address). | 9(5) | 00023 | 00000 if not used |
| THOROUGHFARE _NBR_SFX_1 | Suffix for the thoroughfare number. | A(1) | A | Optional. Only used if Tfare_ Nbr_1 exists |
| THOROUGHFARE _NBR_2 | Second thoroughfare number (only used if the property has a ranged address eg 23-25). | 9(5) | 00025 | Greater than Tfare_Nbr_1 00000 if not used |
| THOROUGHFARE _NBR_SFX_2 | Suffix for second house (street) number. This field must be used in conjunction with the house (street) number 2 field (HOUSE_NBR_2). | A(1) | A | Optional. Only used Tfare_ Nbr_2 exists. |
| FLAT_UNIT_TYPE | The flat/unit type | X(7) | U = UNIT | Optional |
| FLAT_UNIT_NBR | Unit number (including suffix). | X(7) | 2A | Optional |
| FLOOR_LEVEL_TYPE | Floor or level type.<br>No digit allowed. (The link to **Code** file) | X(2) | FL | Optional |
| FLOOR_LEVEL_NBR | Floor or level number. | X(5) | 2 | Optional |
| BLDG_PROP_NAME_1 | Building/Property name 1. | X(30) | CAPITAL HOUSE | Optional |
| BLDG_PROP_NAME_2 | Building/Property name 2. | X(30) | | Optional |
| LOT_NBR | Lot number. | X(6) | 20 | Optional |
| POSTAL_DELIVERY_NBR | Postal delivery number. | 9(5) | 00002 | 00000 if not used |
| POSTAL_DELIVERY_NBR_PFX | Postal delivery number prefix. | A(3) | N | Optional |
| POSTAL_DELIVERY_NBR_SFX | Postal delivery number suffix. | A(3) | A | Optional |
| PRIMARY_POINT_IND | Primary delivery point indicator. | X(1) | R | P = Phantom Else BLANK |

### 6.2.2 Group PDF File

**File name: PAF_VYYYY-N_POINT_PDF.DAT**

The PAF Differences file (PDF) Group is a list of Groups and Group details of Addresses in PAF Differences File (PDF) – Point. NOTE: Refer to 5.2 General File Information for the conventions used within this table.

This file uses a Record Action Code to record the action that has occurred at the address between releases of the PAF. The only Record Action Code used in the Group file is I (Insert).

| Field | Description | Size | Sample | Conditions |
|---|---|---|---|---|
| RECORD_ACTN_CODE | Record action to the record since last PAF. | A(1) | I = INSERT | Mandatory |
| DELIVY_POINT_GROUP_ID | Unique identifier for a delivery point group. (The link to the Delivery Point file.) | 9(8) | 00061234 | Mandatory |
| LOCALITY_ID | Locality ID for this delivery point group. (The link to the Locality file.) | 9(8) | 00002281 | Mandatory |
| STREET_NAME | The name of the street. | X(30) | SMITH | Mandatory if thoroughfare |
| STREET_TYPE | The street type. (The link to the Code file). | X(4) | ST | Optional |
| STREET_SFX | The street type suffix. (The link to the Code file.) | A(2) | W = WEST<br>E = EAST | Optional |
| POSTAL_DELIVERY_<br>TYPE | Postal delivery type. | X(11) | PO BOX,<br>CARE PO | Mandatory if postal type |

### 6.2.3 Locality PDF File

**File name: PAF_VYYYY-N_LOCALITY_PDF.DAT**

The PAF Differences file (PDF) Locality is a list of Localities and Locality details of Groups in PAF Differences File (PDF) - Group. NOTE: Refer to 5.2 General File Information for the conventions used within this table.

| Field | Description | Size | Sample | Conditions |
|---|---|---|---|---|
| RECORD_ACTN_CODE | Record action to the record since last PAF. | A(1) | I = INSERT | Mandatory |
| LOCALITY_ID | Unique identifier for a locality. (Used to link to data in the Delivery Point Group and Locality Synonym files). | 9(8) | 00002281 | Mandatory |
| LOCALITY_NAME | Full name of locality. | X(46) | RICHMOND | Mandatory |
| POSTCODE | Postcode for the locality. | X(12) | 3024 | Mandatory |
| STATE | State in which the locality belongs. | A(3) | VIC | Mandatory |

## 6.3 Primary of Secondary File

**File name: PAF_VYYYY-N_PRIMARY_OF_SECONDARY.DAT**

The PAF Primary Of Secondary file provides the link between a secondary point and the associated primary point.

| Field | Description | Size | Sample | Conditions |
|---|---|---|---|---|
| RECORD_ACTN_CODE | Default value set to I. | A(1) | I = INSERT | Mandatory |
| SECONDARY_DPID | Unique identifier for the secondary address. | 9(8) | 30000012 | Mandatory |
| PRIMARY_DPID | Unique identifier for the associated primary address of the secondary address. | 9(8) | 53724001 | Mandatory |

## 6.4 Other Additional Reference Files

The reference files provide the associated referential point.

| Field | Description | Size | Sample | Conditions |
|---|---|---|---|---|
| DPID | Unique identifier for the address | 9(8) | 67891234 | Mandatory |

### 6.4.1 Overlapping Addresses File

**File name: PAF_VYYYY-N_OVERLAPPING_ADDRESSES.DAT**

This file contains the DPIDs of all the associated addresses where one number in a range is the same as that of a single numbered address in the same street. For example: 10-14 and 14A.

### 6.4.2 Phantom to Real File

**File name: PAF_VYYYY-N_PHANTOM_TO_REAL.DAT**

This file contains the DPIDs of all the associated addresses identified as Phantom Primary Points in the source database where the Primary Point Indicator has been updated to Real in the PAF

The addresses are identified as those that have two or less associated secondary addresses. The Primary Point Indicator is updated to allow matches to the Primary Point when the customer address does not contain secondary information.

### 6.4.3 Secondary No Primary File

**File name: PAF_VYYYY-N_SECONDARY_NO_PRIMARY.DAT**

This file contains the DPIDs of a list of secondary addresses in the PAF that do not have an associated Primary Point

# 7 PAF Data Packages

**Australia Post will create PAF data packages that can be used with the PAF to provide greater insight relating to the addresses. It is intended to continue to build upon the packages and make them available to licensees of the Australia Post Data. The following packages are due for release with the PAF since the 2014 data cycle:**

- **Permission & Delivery Package**
- **Suppression Package**

## 7.1 Record Action Codes

The following Record Action Codes indicate whether a change that has occurred to the associated record in the data package. All records in the PAF data packages contain the DPID linking them (except Deleted records) to the associated address record in the Delivery Point file of the PAF.

NOTE: Not all codes may apply to each file.

| | |
|---|---|
| D (Delete) | The associated record is no longer contained in the PAF or the additional information in the data package is no longer in effect therefore the related content in the data package is no longer valid. The records with this record action code will only contain the DPID. All of the other fields will be left blank. |
| I (Insert) | The associated record is new to the PAF data packages therefore the associated details in the data file are new. |
| M (Modify) | The details of the associated record contained in the data package have been modified since the previous release of the PAF. The modification only applies to the details in the data package not to the address itself. |
| N (No Change) | No changes have occurred to the details of the associated record in the data package since the previous release of the PAF. |

## 7.2 Permission and Delivery Package

**File name: PAF_VYYYY-N_PERMISSION_DELIVERY.DAT**

This file contains information relating to the permissions and deliverability of the associated address

The data contains in this file indicates:

- Whether the address receives a physical delivery by Australia Post
- The reason for no delivery, if the address does not receive a physical delivery
- The primary purpose of the property as either residential or non-residential. Where visible signage that a business is operating out of a household then both the residential and non-residential indicators will be flagged as yes
- If the address accepts advertising material based on signage

| Field | Description | Size | Sample | Conditions |
|---|---|---|---|---|
| RECORD_ACTN_CODE | Action applied to the record since the previous release of data. | A(1) | I , M, D or N | Mandatory |
| DELIVY_POINT_ID | DPID (The link to the Delivery Point table.) | 9(8) | 34567890 | Mandatory |
| DELIVER_MAIL_ INDICATOR | Indicates if the address receives a physical delivery. | A(1) | Y = Yes<br>N = No | Mandatory |
| NON_DELIVERY_ REASON_ CODE | The reason mail is not physically delivered to the address. Refer to the Translation Value file for full descriptions of the codes. | X(3) | NYB = Not yet built | Optional |
| ADVERTISING_MAIL_ INDICATOR | Indicates whether the address has signage stating they do not want to receive advertising mail. Yes means no sign is present at the address. | A(1) | Y = Yes<br>N = No | Mandatory |
| RESIDENTIAL_ INDICATOR | Indicates whether primary purpose of the address is for residential use. | A(1) | Y = Yes<br>N = No | Mandatory |
| NON_RESIDENTIAL _ INDICATOR | Indicates whether the address is used for commercial or non-residential purposes. A business operating from a residential address may be indicated if there is visible signage of the business. | A(1) | Y = Yes<br>N = No | Mandatory |

**Translation Value File**

**File name: PAF_VYYYY-N_TRANSLATION_VALUE.DAT**

This file contains the translation of any codes used within the PAF data packages to the full description.

| Field | Description | Size | Sample | Conditions |
|---|---|---|---|---|
| CODE_TYPE_ID | Identifies the type of code the record relates to. Currently only NDR – Non Delivery Reason is used. | X(3) | NDR | Mandatory |
| CODE | Uniquely identifies the code used in the related file. | X(3) | NYB | Mandatory |
| CODE_DESCRIPTION | Conveys the meaning of the code. | X(100) | Not Yet Built | Mandatory |

## 7.3 Suppression Package

The suppression package consists of two files. The first file indicates if someone has moved from the address the second file indicates if someone has passed away at the address.

### 7.3.1 Moved Suppression File

**File name: PAF_VYYYY-N_MOVED_SUPPRESSION.DAT**

This file contains non personalised information that may be used as an indication of when someone has moved from the related address and whether consent was provided to Australia Post to pass on the information. The date will remain associated with the address until an update is received.

| Field | Description | Size | Sample | Conditions |
|---|---|---|---|---|
| RECORD_ACTN_CODE | Action applied to the record since the previous release of data. | A(1) | I , M, D or N | Mandatory |
| DELIVY_POINT_ID | DPID (The link to the Delivery Point table.) | 9(8) | 34567890 | Mandatory |
| CONSENT_INDICATOR | Identifies whether consent was provided to pass on the information when someone has moved from the address. | A(1) | Y = Yes<br>N = No | Mandatory |
| DATE | Date of the customer's move at the associated Delivery Point. | X(10) | 2012-10-03 | Mandatory |

### 7.3.2 Deceased Suppression File

**File name: PAF_VYYYY-N_DECEASED_SUPPRESSION.DAT**

This file contains non personalised information that may be used as an indication of when someone has passed away at the related address. The date will remain associated with the address until an update is received.

| Field | Description | Size | Sample | Conditions |
|---|---|---|---|---|
| RECORD_ACTN_CODE | Action applied to the record since the previous release of data. | A(1) | I , M, D, N | Mandatory |
| DELIVY_POINT_ID | DPID (The link to the Delivery Point table.) | 9(8) | 34567890 | Mandatory |
| DATE | Date provided that someone passed away at the associated Delivery Point. | X(10) | 2012-10-03 | Mandatory |

# 8 Geocoded PAF

**Australia Post will create Geocoded PAF data files that can be used with the PAF to provide greater insight relating to the addresses. It is intended to continue to build upon the packages and make them available to licensees of the Australia Post Data. The following data is due for release with the PAF from the 2018 data cycle:**

## 8.1 Record Action Codes

The following Record Action Codes indicate whether a change that has occurred to the associated record in the data file. All records in the Geocoded PAF data file contains the DPID linking them (except Deleted records) to the associated address record in the Delivery Point file of the PAF.

| | |
|---|---|
| D (Delete) | The associated record is no longer contained in the PAF therefore the related content in the Geocoded PAF data file is no longer valid. The records with this record action code will only contain the DPID. All of the other fields will be left blank. |
| I (Insert) | The associated record is new to the Geocoded PAF data file therefore the associated details in the Geocoded PAF data file are new. |
| M (Modify) | The details of the associated record contained in the Geocoded PAF data file have been modified since the previous release of the PAF. The modification only applies to the details in the Geocoded PAF data file not to the address itself. |
| N (No Change) | No changes have occurred to the details of the associated record in the Geocoded PAF data file since the previous release of the PAF. |

## 8.2 Geocoded PAF

The Geocoded PAF files contains latitude, longitude and level of confidence of the delivery point for both “centroid” and “Letterbox” types.

### 8.2.1 Geocoded PAF – Letterbox type

**File name: PAF_VYYYY-N_GEOCODED PAF_FEATURE_LETTERBOX.DAT**

The “Letterbox” data set contains the longitude and latitude geo co-ordinates of the delivery location for an address. The majority of time, this will be the location of the letterbox. This data has been collected by Australia Post’s Posties. The Australia Post DPID is appended to the data set.

The data structure is set out below, where the “Confidence Level” of 7 indicating that the data has been “Postie Collected”

| Field | Description | Size | Sample | Conditions |
|---|---|---|---|---|
| RECORD_ACTN_CODE | Action applied to the record | A(1) | I | Mandatory |
| DELIVY_POINT_ID | DPID (The link to the Delivery Point table.) | 9(8) | 34567890 | Mandatory |
| FEATURE | Feature of Delivery Point | A(30) | Letter Box | Mandatory |
| FEATURE_LABEL | Additional description of the Feature | A(30) | Letter Box | Mandatory |
| LATITUDE | Latitude of the Delivery Point | X(10) | -34.320525 | Mandatory |
| LONGITUDE | Longitude of the Delivery Point | X(11) | 148.285299 | Mandatory |
| CONFIDENCE LEVEL | Identifies level of confidence | A(2) | 7 | Mandatory |
| DATE | Date Geo information added to Delivery Point. | X(10) | 2017-09-01 | Mandatory |

### 8.2.2 Geocoded PAF – Centroid Type

**File name: PAF_VYYYY-N_GEOCODED PAF_FEATURE_CENTROID.DAT**

The “Centroid” data set contains the longitude and latitude geo co-ordinates of the centre of a land parcel for an address. This data has been supplied by data.gov.au. The Australia Post DPID is appended to the data set.

As the primary components of the data.gov.au reference data are the individual address components joined to their most precise location, addresses are flagged with an attribute indicating the geocode type.

This is **USUALLY** an:

"Address-Site Geocode" (ie the actual address point), indicated by CONFIDENCE_LEVEL = 0

, but **MAY BE**:

"Street-Locality Geocode" (a central location on the street centreline within the locality), indicated by CONFIDENCE_LEVEL = 1

**OR**:

Just the "Locality Geocode" (centre point of the locality), indicated by CONFIDENCE_LEVEL = 2

No CONFIDENCE_LEVEL = 3 are expected to be supplied as only DPIDs from a successful address match will be supplied.

The data structure of this file is set up as follows:

| Field | Description | Size | Sample | Conditions |
|---|---|---|---|---|
| RECORD_ACTN_CODE | Action applied to the record | A(1) | I | Mandatory |
| DELIVY_POINT_ID | DPID (The link to the Delivery Point table.) | 9(8) | 31567990 | Mandatory |
| FEATURE | Feature of Delivery Point | A(30) | Centroid | Mandatory |
| FEATURE_LABEL | Additional description of the Feature | A(30) | Centroid | Mandatory |
| LATITUDE | Latitude of the Delivery Point | X(10) | -31.320525 | Mandatory |
| LONGITUDE | Longitude of the Delivery Point | X(11) | 148.185699 | Mandatory |
| CONFIDENCE LEVEL | Identifies level of confidence | A(2) | 0…3 | Mandatory |
| DATE | Date Geo information added to Delivery Point. | X(10) | 2017-09-01 | Mandatory |

# 9 Glossary

**This Glossary contains the key terms and abbreviations used in this Data Guide and their definitions.**

**In addition, at the end of the Glossary, a comprehensive list of address component abbreviations is provided to ensure consistency with abbreviations contained in *AS 4590 - 2006 Australian Standard for Interchange of Client Information*.**

**Please note that not all Address Component Type values are recognised by Standards Australia and therefore are not stored in the PAF. For example, if a Street Type is not recognised it will appear as part of the Street Name, and the Street Type will be blank.**

**Many of the abbreviations used are reproduced below and can also be found in the PAF Code file.**

**The address component abbreviations listed are for Flat/Unit Types, Floor/Level Types, Street Types, Street Suffixes, State Types and Postal Delivery Types.**

| Term / Abbreviation | Description |
|---|---|
| Address Matching Software | Software that can match and correct addresses and has the capability of appending the correct Delivery Point Identifier (DPID) to each address record. |
| AMAS | Australia Post's Address Matching Approval System - a system that evaluates and approves software based on the software's ability to validate, match and append the correct DPID. |
| ATLAS | Address Topology Location and Spatial - Australia Post's core addressing database |
| Australia Post's Address Presentation Standards | Standards which have been specifically developed for the "machine readable" addressing of small letters. It is recommended that they apply to all categories of mail, including hand addressed mail items. |
| Barcode | A series of vertical lines of specific variety of lengths, used to represent numerical and alphabetical characters. |
| Code file | Contains details of acceptable and unacceptable representations of individual address components and forms part of the PAF. It is named Code.zip |
| Customer | Refer to End User. |
| DID - Delivery Identifier | An eight-digit code identifying either an entire street, or an entire locality. Selectively populated. |
| DPID - Delivery Point Identifier | An eight-digit code developed by Australia Post which enables each delivery point in Australia to be uniquely identified. |
| End User | A third party licensed to use the Licensee Software and sub-licensed to use the PAF by or on behalf of the Licensee or otherwise authorised by the Licensee to use the PAF. |
| Flat Unit Type | The term used to generically describe Flats, Units, Apartments, Suites, Shops, and Offices |
| Floor Level Type | Descriptions used to identify the floor or level of a multi-storey building or complex |
| Lot | Lot/section reference allocated to a property, recorded by the appropriate Government Department, during the sub-division of a particular parcel of land |
| PAF | Refer to Postal Address File. |
| ICF - PAF Incremental Changes File | The file created by the AMAS Program containing DPIDs, action codes and indicators to indicate deleted addresses and changed address information for those DPIDs that have had some or all address components modified since the previous PAF. |
| PAF Update | The next issue of a PAF or an updated version of the PAF including deletions, additions and modifications of the addresses and the DPIDs incorporated within it and any other structural changes that Australia Post may make to the PAF. |
| Participants | Any organisations who have registered for the AMAS Program. |
| POST | Australia Post. |
| Postal Address File (PAF) | The database created by Australia Post containing Australian addresses in a correct address format, with their corresponding DPIDs. |
| Postal Delivery Types | Identification of a specific postal address, and the service number, if applicable. Eg, PO Box |
| Postcode | A four digit numeric code for a postal delivery area, usually aligned with placename, suburb or locality and in some circumstances a unique Postal Delivery Type |
| Ranged Address | Signifies an address that includes a number range eg. 317-321 |
| State Types | The defined State or Territory in Australia (in abbreviated format). |
| Synonym File | This file contains details of acceptable and unacceptable locality synonyms to aid in address matching. It forms part of the PAF and is named Synonym.zip |
| Validate | Compare customer data with the data in the PAF. |

## Address Component Abbreviations

**Flat/Unit Type Abbreviation**

| Flat/Unit Type | Abbreviation | Flat/Unit Type | Abbreviation | Flat/Unit Type | Abbreviation |
|---|---|---|---|---|---|
| **Apartment** | APT | **Marine Berth** | MB | **Stall** | SL |
| **Cottage** | CTGE | **Office** | OFF | **Studio** | STU |
| **Duplex** | DUP | **Penthouse** | PTHS | **Suite** | SE |
| **Factory** | FY | **Rear** | R | **Townhouse** | TNHS |
| **Flat** | F | **Room** | RM | **Unit** | U |
| **House** | HSE | **Shed** | SHED | **Villa** | VLLA |
| **Kiosk** | KSK | **Shop** | SHOP | **Ward** | WARD |
| **Maisonette** | MSNT | **Site** | SITE | **Warehouse** | WE |

**Floor/Level Type Abbreviation**

| Floor/Level Type | Abbreviation | Floor/Level Type | Abbreviation |
|---|---|---|---|
| Basement | B | Lower Ground Floor | LG |
| Floor | FL | Mezzanine | M |
| Ground Floor | G | Upper Ground Floor | UG |
| Level | L | | |

**Street Type Abbreviation**

| Street Type | Abbreviation | Street Type | Abbreviation | Street Type | Abbreviation |
|---|---|---|---|---|---|
| **Access** | ACCS | **Causeway** | CAUS | **Crossroad** | CRD |
| **Alley** | ALLY | **Centre** | CTR | **Crossway** | COWY |
| **Alleyway** | ALWY | **Centreway** | CNWY | **Cruiseway** | CUWY |
| **Amble** | AMBL | **Chase** | CH | **Cul-De-Sac** | CDS |
| **Anchorage** | ANCG | **Circle** | CIR | **Cutting** | CTTG |
| **Approach** | APP | **Circlet** | CLT | **Dale** | DALE |
| **Arcade** | ARC | **Circuit** | CCT | **Dell** | DELL |
| **Artery** | ART | **Circus** | CRCS | **Deviation** | DEVN |
| **Avenue** | AVE | **Close** | CL | **Dip** | DIP |
| **Basin** | BASN | **Colonnade** | CLDE | **Distributor** | DSTR |
| **Beach** | BCH | **Common** | CMMN | **Drive** | DR |
| **Bend** | BEND | **Concourse** | CON | **Driveway** | DRWY |
| **Block** | BLK | **Copse** | CPS | **Edge** | EDGE |
| **Boulevard** | BVD | **Corner** | CNR | **Elbow** | ELB |
| **Brace** | BRCE | **Corso** | CSO | **End** | END |
| **Brae** | BRAE | **Court** | CT | **Entrance** | ENT |
| **Break** | BRK | **Courtyard** | CTYD | **Esplanade** | ESP |
| **Bridge** | BDGE | **Cove** | COVE | **Estate** | EST |
| **Broadway** | BDWY | **Crescent** | CRES | **Expressway** | EXP |
| **Brow** | BROW | **Crest** | CRST | **Extension** | EXTN |
| **Bypass** | BYPA | **Cross** | CRSS | **Fairway** | FAWY |
| **Byway** | BYWY | **Crossing** | CRSG | **Fire Track** | FTRK |

| Street Type | Abbreviation | Street Type | Abbreviation | Street Type | Abbreviation |
|---|---|---|---|---|---|
| **Firetrail** | FITR | **Highway** | HWY | **Outlook** | OTLK |
| **Flat** | FLAT | **Hill** | HILL | **Parade** | PDE |
| **Follow** | FOLW | **Interchange** | INTG | **Park** | PARK |
| **Footway** | FTWY | **Intersection** | INTN | **Parklands** | PKLD |
| **Foreshore** | FSHR | **Junction** | JNC | **Parkway** | PKWY |
| **Formation** | FORM | **Key** | KEY | **Part** | PART |
| **Freeway** | FWY | **Landing** | LDG | **Pass** | PASS |
| **Front** | FRNT | **Lane** | LANE | **Passage** | PSGE |
| **Frontage** | FRTG | **Laneway** | LNWY | **Path** | PATH |
| **Gap** | GAP | **Lees** | LEES | **Pathway** | PHWY |
| **Garden** | GDN | **Line** | LINE | **Piazza** | PIAZ |
| **Gate** | GTE | **Link** | LINK | **Place** | PL |
| **Gardens** | GDNS | **Little** | LT | **Plateau** | PLAT |
| **Gates** | GTES | **Lookout** | LKT | **Plaza** | PLZA |
| **Glade** | GLD | **Loop** | LOOP | **Pocket** | PKT |
| **Glen** | GLEN | **Lower** | LWR | **Point** | PNT |
| **Grange** | GRA | **Mall** | MALL | **Port** | PORT |
| **Green** | GRN | **Meander** | MNDR | **Promenade** | PROM |
| **Ground** | GRND | **Mew** | MEW | **Quad** | QUAD |
| **Grove** | GR | **Mews** | MEWS | **Quadrangle** | QDGL |
| **Gully** | GLY | **Motorway** | MWY | **Quadrant** | QDRT |
| **Heights** | HTS | **Mount** | MT | **Quay** | QY |
| **Highroad** | HRD | **Nook** | NOOK | **Quays** | QYS |

| Street Type | Abbreviation | Street Type | Abbreviation | Street Type | Abbreviation |
|---|---|---|---|---|---|
| **Ramble** | RMBL | **Round** | RND | **Tor** | TOR |
| **Ramp** | RAMP | **Route** | RTE | **Towers** | TWRS |
| **Range** | RNGE | **Row** | ROW | **Track** | TRK |
| **Reach** | RCH | **Rue** | RUE | **Trail** | TRL |
| **Reserve** | RES | **Run** | RUN | **Trailer** | TRLR |
| **Rest** | REST | **Service way** | SWY | **Triangle** | TRI |
| **Retreat** | RTT | **Siding** | SDNG | **Trunkway** | TKWY |
| **Ride** | RIDE | **Slope** | SLPE | **Turn** | TURN |
| **Ridge** | RDGE | **Sound** | SND | **Underpass** | UPAS |
| **Ridgeway** | RGWY | **Spur** | SPUR | **Upper** | UPR |
| **Right of way** | ROWY | **Square** | SQ | **Vale** | VALE |
| **Ring** | RING | **Stairs** | STRS | **Viaduct** | VDCT |
| **Rise** | RISE | **State highway** | SHWY | **View** | VIEW |
| **River** | RVR | **Steps** | STPS | **Villas** | VLLS |
| **Riverway** | RVWY | **Strand** | STRA | **Vista** | VSTA |
| **Riviera** | RVRA | **Street** | ST | **Wade** | WADE |
| **Road** | RD | **Strip** | STRP | **Walk** | WALK |
| **Roads** | RDS | **Subway** | SBWY | **Walkway** | WKWY |
| **Roadside** | RDSD | **Tarn** | TARN | **Way** | WAY |
| **Roadway** | RDWY | **Terrace** | TCE | **Wharf** | WHRF |
| **Ronde** | RNDE | **Thoroughfare** | THOR | **Wynd** | WYND |
| **Rosebowl** | RSBL | **Tollway** | TLWY | **Yard** | YARD |
| **Rotary** | RTY | **Top** | TOP | | |

**Street Suffix Abbreviation**

| Street Suffix | Abbreviation | Street Suffix | Abbreviation |
|---|---|---|---|
| **Central** | CN | **North West** | NW |
| **East** | E | **South** | S |
| **Extension** | EX | **South East** | SE |
| **Lower** | LR | **South West** | SW |
| **North** | N | **Upper** | UP |
| **North East** | NE | **West** | W |

**State Type Abbreviation**

| State Type | Abbreviation | State Type | Abbreviation |
|---|---|---|---|
| **Australian Antarctic Territory** | AAT | **South Australia** | SA |
| **Australian Capital Territory** | ACT | **Tasmania** | TAS |
| **New South Wales** | NSW | **Victoria** | VIC |
| **Northern Territory** | NT | **Western Australia** | WA |
| **Queensland** | QLD | | |

**Postal Delivery Type Abbreviation**

| Postal Delivery Type | Abbreviation | Postal Delivery Type | Abbreviation |
|---|---|---|---|
| **Care Of Post Office** | CARE PO | **Poste Restante** | CARE PO |
| **Community Mail Agent** | CMA | **Private Mail Bag Service** | PRIVATE BAG |
| **Community Mail Bag** | CMB | **Roadside Delivery** | RSD |
| **General Post Office Box** | GPO BOX | **Roadside Mail Bag** | RMB |
| **Locked Mail Bag Service** | LOCKED BAG | **Roadside Mail Box** | RMB |
| **Mail Service** | MS | **Roadside Mail Service** | RMS |
| **Post Office Box** | PO BOX | **Community Postal Agent** | CPA |