

Intelligent Mail® Tray Label Frequently Asked Questions

What is the Customer Label Distribution System?

The Customer Label Distribution System (CLDS) is the current Web-based system that allows mailers to submit online label orders to the Label Production Center at Topeka, KS. Mailers will also be able to save and reuse orders as well as track active orders.

What are the benefits of the Intelligent Mail® Tray Label?

The Intelligent Mail® Tray label will improve the way that mailers do business with the Postal Service® by:

- Uniquely identifying trays, tubs, and sacks throughout the network
- Standardizing label production at the Postal Service and mailer facilities
- Eliminating the need for mailers to create their own barcode in addition to the Postal Service's code
- Identifying the originator of each tray, tub, and sack
- Correlating all tray, tub, and sack information back to the mailers' Mailer ID
- Providing mail preparer, payer, and owner information when using electronic manifest messaging
- Providing the foundation for seamless acceptance
- Supporting the Postal Service's broader Transformation Plan to optimize mail processing and transportation networks

When will mailers begin to use the Intelligent Mail® Tray label?

This newly defined IM™ tray label program is seen as a long-term strategy, which ideally recommends the adoption of the pure 24-digit IM tray label format with a “onetime,” network-wide switchover. However, the transition from the legacy 10-digit tray and sack barcode label format to the 24-digit IM tray label involves two major areas. The first area is the conversion of all label production systems. The second area is the extensive conversion of all mail acceptance systems and material handling systems that currently scan the tray labels. While the Postal Service® and mailing community get prepared to begin using the pure 24-digit IM™ tray label, the Postal Service® has already implemented an interim label format - the transitional 10/24 Intelligent Mail® tray label. This interim label format will be in use while the migration to the pure 24-digit IM tray label format is underway. The transitional 10/24-digit IM™ tray label format provides many of the additional data elements (and related benefits) associated with the 24-digit IM™ tray label without changing or negatively impacting standard operating practices. While the size of some human readable text is sacrificed in the new

10/24-digit IM™ tray label, the two barcodes are necessary to make a smooth transition to the pure 24-digit IM™ tray label format.

Note: *The pure 24-digit tray label specifications, (USPS-L-3216), are only being provided as a courtesy. Mail cannot be tendered with the pure 24-digit IM™ Tray label until April 6, 2009. Manufacturers and providers of software that will be capable of producing the pure 24-digit IM™ Tray label must warn their users that they cannot use the pure 24-digit labels for production mailings until April 6, 2009.*

How does the Intelligent Mail® Tray Label fit into the bigger picture?

Our vision for Intelligent Mail® is to provide end-to-end visibility by identifying and tracking letters, flats, and packages, and then using this visibility to enable a seamless approach for accepting mail. With Intelligent Mail® and Seamless Acceptance, your mail will be visible throughout the mail processing and transportation networks. Based on scanned data, mail volume will be more predictable and processing will be more efficient. The Intelligent Mail® Tray label is the first step in providing information to mailers about larger units of mail.

How will the Intelligent Mail® Tray label improve Postal operations?

Intelligent Mail® products and services will allow us and our customers to follow the progress of mail through the stages of Postal processing to delivery. This will help us improve our operational efficiencies and enhance our service performance. The Intelligent Mail® Tray label will increase visibility into Postal operations and standardize Postal label operations.

Where Can I Find Additional Information?

To learn more, contact one of the individuals listed below:

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