



UNITED STATES
POSTAL SERVICE®

Mail Prep and Entry Steering Committee Meeting

May 20, 2014

- **Welcome**
- **MP & E – Purpose / Objective**
 - **Function of Steering Committee?**
 - **Frequency of Meetings / Webinars?**
- **Updates since 1/14/2014**
 - **Idea Log**
- **Review B&E Matrix**
- **Next Steps and Wrap Up**

- **Purpose and Objective of the Steering Committee**
 - As defined by its members, the Charter of the Mail Prep and Entry Steering Committee is to identify potential mail preparation & entry solutions to eliminate non-value added mailing requirements, increase efficiencies to contain costs and drive service improvements for the mailing industry and Postal Service.

- **Purpose and Objective of the Steering Committee**
 - A goal of the Committee is to assess and prioritize short-term solutions that can be implemented quickly, allowing for incremental changes; while also identifying and strategically considering forward-thinking, long-term solutions. However, the ultimate objective is to seek the most efficient, lowest combined cost solutions that will also lead to on-time service and overall customer satisfaction. The steering committee will serve as an overarching governing body to identify and gather feedback on opportunities to achieve these common objectives. To ensure a consistent methodology is applied when categorizing solutions, the Committee will evaluate ideas based on 3 primary criteria:
 - The benefit (service, costs) to industry and the USPS
 - The impact on industry and the USPS
 - The level of effort (costs, time, software, etc.) to implement solutions

- **Communication and Frequency of Meetings**
 - The Steering Committee recognizes the criticality of communicating its progress and deliberations to keep all stakeholders informed of potential solutions and results. In the spirit of transparency and information sharing, the Committee will utilize multiple platforms to keep information flowing. After each meeting, information shared will be summarized and distributed to Committee members for their broader distribution.

▪ **Communication and Frequency of Meetings**

- A distribution list will also be created for interested parties and informational communications will also be provided through the following venues:
 - Industry/Mail Alerts
 - Postal Customer Council (PCC)
 - MTAC Mail Prep & Entry focus group and general session as appropriate
 - Mailer Associations and/or other industry type conferences
 - Mail Focus Groups (Dale Kennedy & Bonita Brown)

- **Communication and Frequency of Meetings**

- Further, the Committee will strive to hold consistent meetings – *webinars Monthly* on Tuesdays or Thursdays and an *onsite meeting quarterly to coincide with MTAC* (the Tuesday morning of MTAC, typically 9:00 a.m. – 12:00 p.m.).

- 116 ideas submitted to date
 - 63 closed
 - Out of scope, withdrawn or re-assigned
 - 25 were closed because of a need for Change / Improvement template submitted or idea withdrawn.
 - 22 completed
 - Postal Bulletin articles and DMM revisions announced
 - 31 remaining in Benefit/Effort matrix

- High Priority
 - 9 Items
- Medium Priority
 - 16 Items
- Low Priority
 - 5 Items
- Pending Further Review (B&E Matrix)
 - 1 Item

High Priority	Status
Issue 10: FCM Palletization Requirements via labeling lists are not clear.	OIS is reviewing. Would like further clarifications from Industry
Issue 12: Clear authority and responsibility of management of CSA's are not clearly defined.	Master Degree Black Belt Project Linked with Item 95
Issue 13: Allow Commingled BPM Auto Flats with Standard Mail Flats	Extensive programming and coding required to make the change for .06% of flats volume. Not on list of priorities for 2015
Issue 43: Study and determine if move to more cost based rates is beneficial	USPS Pricing is reviewing.
Issue 76: Low volume pallet entry	OIS is continuing to work this issue. Meeting next week. See DMM 705.8.10.1
Issue: 79: Bundle & Container prices should signal 5D prep and DSCF entry	USPS Pricing is evaluating through Flats Strategy group.
Issue 80: Container and Pound prices should signal the entry of 5D pallets to the DSCF and DDU	USPS Pricing is evaluating through Flats Strategy group.
Issue 95: DMM vs. CSA sortation & prep requirements as it relates to above items, as well as review and increase of internal USPS understanding of current DMM	Master Degree Black Belt Project Linked with Item 12
Issue 96: Explore options for creating fuller trays	OIS is reviewing.

Medium Priority	Notes
Issue 8: There is a 500 piece rule for manifest requirements, which results in some smaller jobs not qualifying for discounts and having to be re-qualified for Single Piece mail.	USPS will review. Issue is cost occurred for 500 pieces versus 200 or another number.
Issue 11: Non-Automation / Presort Mail rules are not clearly defined.	OIS is investigating. RIBBs provides a guide to all discounts, but will need more clarification from the Industry on what is specifically being requested.
Issue 21: Eliminate 3-digit CR prep level for STD and Periodical letters	No input form the Industry in terms of impact, USPS will start to elevate this issue to the next level
Issue 23: Origin Entry Separation	No input form the Industry in terms of impact, USPS will start to elevate this issue to the next level
Issue 26: Bundle processing bottleneck and problems	SEM module has been installed. USPS looking for cost effective solution. Additional discussions with OIS and Engineering.
Issue 36: Incentive / Promotions Impacts to FCM	2014 Promotions calendar is available. Allows for more than one incentive.
Issue 44: The requirement to re-qualify mail should be further explored to be consistent across mail classes/types.	Full Service issue. Mailer scorecard available at this time.
Issue 62: Carrier Management of UAA has a gap in the process and not all UAA mail is managed back through an automated process to capture electronic notifications for mailers of NIXIE information.	In accordance with UAA, no gap in policy. First Class Mail can never be destroyed unless an ACS record is produced and only PARS and CFS can produce the ACS record.

Medium Priority	Notes
Issue 66: Presort verification for flats in DMUs	Seamless entry. USPS will continue to follow up.
Issue 74: Removal of Origin Sack Mail	USPS LSS project on sacks.
Issue 81: Ensure MDF directs all DSCF and 5D containers to the deepest possible Dest Facility	Hubs partially address this issue.
Issue 82: Industry and USPS develop a strategy to increase the % of flats that comail	Link with item #92.
Issue 93: Evaluate opportunity to improve scheme design, including communication around usage, alignment of lists with processing, use of and minimum requirements for pallets and trays	Label List L012 addresses this issue.
Issue 94: Label lists - alignment with processing locations, documentation & structure, communication around usage, upcoming and planned changes	Label List L012 addresses this issue.
Issue 101: Review NDC non-machineable parcel pricing and eliminate higher pricing at deeper sort levels, align pricing to encourage more destination entry and presorting of non-machineable parcels	OIS has researched with Pricing. Provided in depth answer with April Webinar. Recommend closing.
Issue 102: Label lists - alignment with processing locations, documentation & structure, communication around usage, upcoming and planned changes	Delivery has responsibility for parcel Label List. Will review.

Low Priority	Notes
<p>Issue 83: If the address label of non-CRRT flats also included the CRRT designation, non CRRT mail that flowed to the DDU could be cased and backflowing could be eliminated.</p>	
<p>Issue 84: 218 UFSM 1000's have been removed from service and only 36 remain as of July 2013. With the equipment fleet nearly sunset, a review should be conducted to determine if any obsolete standards or prices remain which were related to utilizing that equipment</p>	
<p>Issue 85: The current SAMP operation is not capable of inducting facility pallets. The majority of FSS volume is prepped onto facility pallets. As a result, a majority of FSS prepped bundles require an additional bundle sort before reaching the SAMP, creating additional USPS transportation, processing costs, and puts service standards at risk.</p>	
<p>Issue 87: A significant portion of the FSS ROI relies upon 100% of mail destined for FSS zones is prepped into both FSS bundles and pallets. Today a majority of mail destined for the FSS zones is not prepped onto FSS containers but needs to be in order to realize an ROI.</p>	
<p>Issue 91: Although the preparation rules for all DPS flats are the same, the price structures are all different. As a result, pricing signals are weakened as a vehicle to reach DPS ROI.</p>	<p>More robust pricing for FSS under review for 2015.</p>
<p>Issue 104: Presort options for parcels are somewhat limited. Additional cost savings and efficiencies could be gained by exploring additional presort options for parcels.</p>	<p>Needs Further evaluation</p>

- Next webinar Meeting
 - June 19, 2PM – 3PM EST
 - July 17, 2PM – 3PM EST
- Next Face to Face Meeting
 - August 19, 2014, 9AM – 12PM EST
- Wrap up