

User Group 1 “*PostalOne!* / SASP / Intelligent Mail”

Minutes

Thursday, October 11, 2012

10:00 AM – 12:00 PM EST

Agenda Items

- + Welcome and Opening Remarks – GG Dickens
 - + UG1 Subgroup Status Updates (Reporting Subgroup)
 - + Announce *PostalOne!* Steps (Outage / MDR) – GG Dickens
 - + Discuss October Release – Dean / Jackie Engelman
 - + Review of Initial April *PostalOne!* Validations
 - + Tech Credit – Sue Redman
 - + January 2013 Release - Initial New/Enhancements Features
 - + Modified Weekly Issues List – Uni Han-Norton
 - + Next Week’s UG1 Meeting (10/18) Cancelled- GG Dickens
 - + Group Input
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+ Welcome and Opening Remarks

+ UG1 Subgroup Status Updates (Reporting Subgroup)

Subgroup is continuing to work on data export.. Special thanks to Todd Black. The group will be meeting tomorrow, Friday 10/12 at 11 a.m. Current goals are to enhance the way that *PostalOne!* downloads postage statements and also to finalize search screen visibility and functionality discussions.

+ Announce October 14, 2012 *PostalOne!* Release

****UPDATED****

October 14, 2012 *PostalOne!* Release (Full Service Release 11) Status Update IMb Services Update

Full-Service Release - The planned Full-Service Release 11 deployments for *PostalOne!*[®], eVS, FAST[®], Program Registration, and SASP has been postponed. The *PostalOne!* Release 32.0 "Production" deployment originally scheduled to occur on Sunday, October 14, 2012 is now planned for Sunday, October 28, 2012. The deployment to the "Test Environment for Mailers (TEM)" scheduled to occur on Monday, October 15, 2012 is now planned for Monday, October 29, 2012.

The decision to postpone deployment was made due to the technical issues currently impacting the Full Service MicroStrategy reporting environment. This will allow the technical issues to be fully resolved prior to implementing changes into the production environment. Due to the high level of integration between these systems a decision was made to delay the entire release.

Full-Service MicroStrategy Reports **Status Update**

IMb™ Services Update

We are continuing to work on the technical issue impacting the Full Service MicroStrategy reporting environment. At this time we estimate that this will be resolved by Monday, October 15, 2012. At that point we will begin the process of updating the reporting environment with the data that has accumulated since the outage began on October 4, 2012. We expect this catch-up processing to take approximately two weeks.

The MicroStrategy reports for eInduction, eMIR, Mail Data Quality, and Start-the-Clock will remain unavailable until Monday, October 15, 2012. When they become available on Monday, October 15, 2012, it will take approximately two additional weeks before the catch-up processing of the accumulated data is complete and available in the reports.

The Mail Preparation Quality reports (address quality, mail acceptance verification, mail exception bulletin board, mail quality, and trend analysis) were not impacted by this issue and are available to mailers and current.

We will continue to provide updates on the timeline if any changes or issues arise.

Category	MicroStrategy Report	Working in PROD?
eInduction	eInduction Container Status Report	N
eInduction	eInduction Facility Report	N
eInduction	eInduction Mailer Summary Report	N
eInduction	Site Performance Report	N
eMIR	Aged Report	N
eMIR	Aggregate Report	N
eMIR	Container Type Distribution Report	N
eMIR	Data Distribution Report	N
eMIR	Detail Issue Report	N
eMIR	List of Issues Report	N
eMIR	Problem Breakdown Report	N
Mail Data Quality	Mail Preparation and Data Quality Dashboard	N
Mail Data Quality	Detailed Error Verification Report	N
Mail Data Quality	Error Verification Report	N
Mail Data Quality	Full Service eDoc Verification Invoice Detailed Report	N
Mail Data Quality	Full Service eDoc Verification Invoice Report	N
Mail Data Quality	Mailing Data Quality Error Type Report	N
Mail Data Quality	Mailing Data Quality Summary Report	N
STC	STC Yield Reporting Dashboard	N
Mail Preparation Quality	Address Quality Report	Y

Mail Preparation Quality	Mail Acceptance Verification Report	Y
Mail Preparation Quality	Mail Exception Bulletin Board	Y
Mail Preparation Quality	Mail Quality Report	Y
Mail Preparation Quality	Trend Analysis	Y

Review of Initial April *PostalOne!* Validations

Tariq Mirza reviewed the *PostalOne! Enhancements for Mail.dat, Mail.XML*:

Mail.dat Enhancements

- Mail.dat Volume Warning Updated for First Class Mail Flat Preparation
 - Mailers will begin to see accurate volume warnings for their First Class Mail Flat preparations for trays and bundles if they do not meet the sortation threshold for their mailpiece counts (to claim Automation pricing)
- Spoilage Correctly Deducted from Incentives
 - Mailers will begin to see spoilage deductions, container charges for Outside County Periodicals, and non-incidentals enclosure charges in Periodicals correctly applied.

Mail.XML Enhancements

- Parcel Select Lightweight
 - The *PostalOne!* system will not allow Parcel Select Lightweight with other Parcel Select in the same Mailing.
- Consolidated Internal Copal job with linked logical and presort mailings
 - The *PostalOne!* system and the SASP system will allow a mixed MLOCR and presort copalletization mailing for letters in trays for First Class and Standard class mailings.
 - The *PostalOne!* and SASP will allow an internal copalletization job with both MLOCR and presort origin jobs combined together on consolidated logical with sibling pallets and/or physical pallets.
- Outside Container Charge allocation for Periodical Letters Mailing
 - Currently, container charges are being applied to the number of Logical Pallets/trays when Periodical Statements have Outside County containers to a Logical Pallet (MLOCR)).
 - The expected and desired functionality is for container charges to be applied to the number of Physical Pallets/trays instead.

Mail.dat® & Mail.XML Supported Versions as of April 7, 2013

- Mail.dat
 - eDocumentation & Postage Statement Functionality
 - Support for Mail.dat 12-1 updates will end on April 7, 2013.
 - The *PostalOne!* system will end update support for Mail.dat 12-1 on April 7, 2013. Last date for this support is April 6, 2013.
- Mail.XML
 - FAST & Appointment Scheduling Functionality
 - The FAST system will continue to support the latest published Mail.XML v10.0, 12.0A, 12.0B which are available for April 2013 Release for *PostalOne!* FAST functionality.
 - The FAST system will retire Mail.XML v8.0B for Facility Access and Shipment Tracking and Transportation Messages (TM) on April 7, 2013. Last date for this support is April 6, 2013.

✚ Tech Credit

- What is a Tech Credit? A one-time credit available to a qualified business location's Customer Registration ID (CRID), which can be redeemed as a postage credit
- Why is the Tech Credit being offered?
 - To facilitate the adoption of Full-Service mailing standards in advance of the January 2014 deadline
 - To offset the investment required to implement the necessary hardware and software infrastructure changes to support Full-Service mailings

✚ January 2013 Release - Initial New/Enhancements Features

NOTE: The draft updated postage statement forms are posted below:

1)

https://ribbs.usps.gov/intelligentmail_schedule2013/releases/jan2013/postalstatement.cfm

2) <http://pe/default.asp>

The following changes/updates that are offered as part of January 2013 were reviewed:

- Changes/updates to the postage statement forms on Postal Wizard / BMEU / Mail.dat and Mail.XML
 - **PS Form 3541 - Periodicals**
 - Requester Subscriber greater than 75% advertising enabled.
 - A "Carrier Route" line item will be added in Part D (Outside County Bundle Prices) for Mixed ADC Container Level of the Postal Wizard and *PostalOne!* BMEU system.
 - **PS Form 3600 FCM – First-Class Mail**
 - A new price cell will be added for First-Class Mail residual letters:
B4 = Residual Single-Piece
From First-Class Mail Mailing
(up to and including 2 oz.)
 - **PS Form 3600 PM – Priority Mail**
 - A new Critical Mail price will be added that offers a price for Critical Mail letters and flats that includes signature service.
 - **PS Form 3602 R / N – Standard Mail (Regular/Non-Profit)**
 - Carrier Route Marketing Parcels prices based on dimensions and volume of pieces in the mailing, and SCF/NDC entry fees rather than weight, level of sortation, point of entry, per piece and pound rate, simplified addressing, etc.
 - Add EDDM and dash before "Simplified Addressing" in the simplified address sections of the 3602 R & 3602 N for letters and flats only. Automation Letters with Simplified Addressing will be removed from the Postage Statement.
 - Carrier Route pricing will be redesigned by implementing a graduated volume rate break between the Standard Mail High Density 125 -299 piece threshold and the 90% Saturation Rate. The High Density Plus route density will be based on a 300 or more pieces threshold.
 - **PS Form 3605 – Package Services**
 - Parcel Select Regional Ground will be eliminated as an offering.
 - Parcel Post mail product will be removed from the 3605 postage statement. Note: *Commercial customers will have the option of using Priority Mail, or Parcel Select Nonpresort*
 - Carrier Route Flats with Simplified Addressing will be added to the Postal Wizard 3605 – Bound Printed Matter Postage Statement.
 - All *PostalOne!* reports shall be updated to exclude the Parcel Select Regional Ground product.
 - **Multiple Statements**

- FASTforward will be eliminated from the MoveUpdate drop down options on the Postal Wizard and BMEU views (also applies to the respective combined statements).
 - Change the payment requirements to allow Form 3606 for Bulk Certificate of Mailing of identical weight mailings, when postage is paid by permit imprint
 - XML only –COD will be redesigned with an electronic remittance option and as a extra service. The electronic remittance will require the mailer to designate an account for the payment to be sent via electronic transfer.
 - *PostalOne!* will support Mail.XML eDoc with Extra Service of Certificate of Bulk Mailing.
 - *PostalOne!* will support eDoc Mail.XML Collect on Delivery Extra Service. A CAPS account needs to be linked with the Permit in order for the Collection Amount to be deposited correctly.
- Incentive Programs Functionality
 - Elimination of Periodicals Additional Entry Fee and PS 3510
 - FAST Enhancements
 - The Mail Direction File will be modified to support the identification of facilities with FSS mail process capabilities.
 - FAST will allow customers to create / modify recurring appointment up to 24 hours before the requested effective date. Previously, customers could only create / modify recurring appointment 14 days before the effective date.
 - The following FAST Reports will be modified to include a search by Area option:
 - Appointment Rating Analysis Report
 - Closeout Data Report
 - Container Manifest Report
 - Facility Schedule Report
 - CSA Enhancements
 - The current 3 day Approve / Reject window for all CSA approvers will be extended to 5 days.
 - The CSA Approval Summary Report will be modified to include comments entered by all approver levels (additional column added to report).
 - The CSA Approval Summary Report will be modified to include the names of CSA approvers in addition to their role within the CSA Approval Process (additional column added to report).

 **Modified Weekly Issues List**

Will include SASP issues in a separate tab on the Issues List.

 **Next Week's UG1 Meeting (10/18) Cancelled**

Rescheduled to Wednesday 10/17 at 10 am to 10:30 am.

MTAC Issues Tracking System (MITS)

- ✚ To see the previous postings of minutes and other user group documents, the steps are:
 1. Business Customer Gateway
 2. National Customer Support Center - RIBBS (listed under "Customer Support")
 3. MTAC (next to the last tab on left menu) MTAC Issues Tracking System Login (listed under
 - "Important Links"
 - <http://ribbs.usps.gov/index.cfm?page=mtac>
 4. Sign on with user name UG 1
 5. Email Kathryn Mackey at Kathryn.r.mackey@usps.gov to obtain a password.
 6. Click on User Group
 7. Search on User Group Issue Number 1
 8. Click on View Minutes

If you desire to subscribe or unsubscribe to the MTAC UG 1 distribution list, please send a separate email to kathryn.r.mackey@usps.gov with subject line Subscribe MTAC UG 1 or Unsubscribe MTAC UG 1.