

# Agenda

## *PostalOne!* / SASP / Intelligent Mail<sup>1</sup> User Group

Thursday, November 15, 2012

10:00 a.m. to 11:00 a.m. EST

Phone: 866-966-6305 Meeting ID: 7173945

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1. Welcome and Opening Remarks – Kathryn Mackey
2. Change to the FAST Mail Direction File Structured Release - Shibani Gambhir
3. UG 1 Subgroup Update (Reporting) – Steve Krejcek
4. Seamless Acceptance Service Performance (SASP) Update – Valerie Yates
5. October 2012 (Version 4) / April 2013 (Version 2) Release Notes, Technical Specifications and Guides are posted on RIBBS – Kathryn Mackey

[https://ribbs.usps.gov/intelligentmail\\_schedule/documents/tech\\_guides/oct2012/techspecs.htm](https://ribbs.usps.gov/intelligentmail_schedule/documents/tech_guides/oct2012/techspecs.htm)

[https://ribbs.usps.gov/intelligentmail\\_schedule2013/releases/april2013/techspecs.cfm](https://ribbs.usps.gov/intelligentmail_schedule2013/releases/april2013/techspecs.cfm)

6. Action Items – Uni Han-Norton
7. Issues List – Uni Han-Norton
8. Group Input

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### 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 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](mailto: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

### Meetings Schedule

***PostalOne!* / SASP / Intelligent Mail Meetings** are weekly Thursday from 10:00 AM to 11:00 AM EST. This series of meetings are scheduled for September 13, 2012 through December 27, 2012.  
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<sup>1</sup> *PostalOne!*, and Seamless Acceptance and Service Performance (SASP) are Postal Service systems that serve Business Mailers. *PostalOne!* is concerned with Postage Statement input and revenue collection, SASP delivers Address Correction and Start the Clock information for mail marked with Intelligent Mail piece barcodes and Intelligent Mail container barcodes.