

**User Group 1 “PostalOne! / SASP / Intelligent Mail”
Minutes
Thursday, December 20, 2012**

Agenda Items

-  **Welcome and Opening Remarks – Kathryn Mackey**
-  **Reporting Subgroup Update – Steve Krejcik Black**
-  **Seamless Acceptance Service Performance (SASP) Update – Valerie Yates**
-  **CAT Testing Update / Feedback – Dean Davis**
-  **Issues List – Uni Han-Norton**
-  **Group Input**

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 **Welcome and Opening Remarks – Kathryn Mackey**

 **Reporting Subgroup Update – Steve Krejcik Black**

Reporting Subgroup is going to review scorecards that will become available to mailers in January 2013 and the quality of data, sufficiency of data and data format

 **CAT Testing Update / Feedback – Dean Davis**

Jackie Engelman provided an updated on status of CAT. CAT is testing January Release. January 4th is the final day of testing for January 2013 Release. CAT has been down since evening of 12/19/2012. The issue will impact mail.dat testing schedule. Action Item for Jackie Engelman: to provide an update on the CAT issue that caused CAT to go down and the estimated time by which the issue is resolved.

Performance Subgroup that met for majority of 2012 bi weekly, which was then rolled up to UG1 to review and discuss performance metrics that are focused on mail.dat, mail.XML, Full Service feedback, etc and provide updates.

If there are any questions or concerns, send them to subgroup leadership.

 **Issues List – Uni Han-Norton**

Uni Han-Norton reviewed the Issues List (External and Both - ETRs):

- 43 ETRs scheduled for January 2013
- 6 ETRs scheduled for January 27th, 2012 patch
- 34 ETRs scheduled for April 2013

Action Item for Uni: To send out the most updated version of the Issues List to the group.

Below are the ETRs for which there were discussion or action items:

- **ETR 108878**

Uni: we will have the complete mapping for periodicals to standard mail by Monday 12/24 and will provide to the IT team.

Action Item for Uni: To follow up with Linda on the issue to find out whether it is debited or credited towards the client.

Uni requested that the group should raise their concerns if they would like to change the priority on any of the ETRs.

We are going to continue reviewing the ETRs during our next week's UG1 meeting. We have sorted the ETRs based on the priority. Once we complete this first round of review, we will go by date.

Group Input

We would like to know about the attendance if we schedule a meeting next week?
It was agreed to schedule a meeting next week and review the Issues List.

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.