

**User Group 1 “PostalOne! / SASP / Intelligent Mail”  
Minutes  
Thursday, November 7, 2013**

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**Minutes by Agenda Items**

 **Welcome and Opening Remarks – Kathryn Mackey**

 **Action Items Review**

Action	Owner	Due Date	Status	Comments
3605 - Line A71 - for Entry of DFSS is grayed out. These unsupported lines needs further confirmation as the compared to the rules in the FRN.	USPS (Chuck Tricamo)	11/7/2013	Open	Chuck Tricamo will provide clarification .
3541 - For Out-County Sack/Tray Prices, Container Level of FSS Facility with Entry of DFSS; as well as, the Container Level of FSS Scheme with Entry of DFSS is grayed. These unsupported lines needs further confirmation as the compared to the rules in the FRN.	USPS (Chuck Tricamo)	11/7/2013	Open	Chuck Tricamo will provide clarification .

***3605 - Line A71 - for Entry of DFSS is grayed out. These unsupported lines needs further confirmation as the compared to the rules in the FRN.***

FRN READS: Bound Printed Matter (BPM) flats prepared under these standards placed on FSS scheme pallets, sacks or trays, and entered at a FSS facility would be eligible for DSCF prices. DFSS entry prices would not be available for BPM flats at this time.

Correctly grayed out. (This one is clear from FRN reference above)

***3541 - For Out-County Sack/Tray Prices, Container Level of FSS Facility with Entry of DFSS; as well as, the Container Level of FSS Scheme with Entry of DFSS is grayed. These unsupported lines need further confirmation as the compared to the rules in the FRN.***

FRN READS: FSS preparation would be optional for Periodicals flats mailed at In-County prices and Periodicals mailings of five thousand pieces or less mailed at Outside-County prices. The 5-digit Outside-County bundle charge would continue to be assessed on bundles of Outside-County Periodicals prepared in accordance with these standards, even though mailpieces being claimed at the carrier route piece price may be properly placed within these bundles. FSS sort plan pallets would be assessed the Outside-County container charge for a 3-digit level pallet, and FSS facility sort level pallets would be charged a container price for an SCF pallet, except that there will be no container charge when FSS sort plan pallets are entered at an FSS facility. The Outside-County price would be the same as the DSCF price and

the Inside-County pound price would claim the price for the “none” entry level. FSS scheme pallets entered at a FSS facility would pay the DSCF prices.

Correctly grayed out. (You are correct to address this. The sacks and trays are not addressed specifically, but Pricing felt that we don’t not have a sack opening unit at all FSS facilities, therefore did not extend the DFSS entry price for FSS scheme sacks or trays.

#### **eDoc Upload Performance Group Update – Rose Flanagan**

The conducted their first meeting. There was request for volunteers to submit test files. The test is to determine the largest pain points. Volunteers will perform the tests multiple times to determine the impact on the processing time. There was a question regarding SLA. We understand your problem, but our initial focus in with testing and performance.

#### **Final Version of *PostalOne!* Contingency Plan – Christine Simone**

The two changes made to the plan are that USPS will not request the eDoc Hardcopy Postage Statement, but will request the Customer Mailing Log. The mailing log can be a hardcopy log and may be in the form of an excel spreadsheet. The log should include the following items:

- Permit Holder
- Permit Number
- Total Pieces
- Total Postage
- Mailer Job ID

The other change is the addition of eVS System Outage.

**Question:** Where will the mailer get the total postage?

**Answer:** It would be the amount your system indicates.

**Question:** Can the amount be handwritten on the log?

**Answer:** Yes

**Question:** If you have a current contingency plan that outlines a different process, will that get combined into the new plan?

**Answer:** This plan will be sent to BMS for them to update their plan to reflect the changes. BMS will evaluate each existing plan and update based on the plan.

**Question:** Are all units aware of the new contingency plan?

**Answer:** Yes, we are finalizing our internal plan and will notify regarding both internal and external changes.

**Question:** Will postal clerks be aware that during the contingency plan, the dollar amount of mailing log may not exactly match their information?

**Answer:** That will be covered in the internal plan.

#### **Changes to MicroStrategy Reports for October 2013 – Jackie Engelman**

This has been deferred to next week. The presentation will be sent with meeting minutes for review.

#### **How the *PostalOne!* system Identifies Mail Agent (MSP) USPS (By/For Errors) – Beth Bigelow / Adam Racine**

Beth and Adam reviewed the following questions posed at previous meetings.

**Question:** How does *PostalOne!* identify a Mail Owner as a Mail Service Provider (MSP) for purposes of SASP By/For validations?

**Answer:** SASP does this two ways:

- Configurable list of CRIDs for parties that do not own or prepare mail, but provide mail services.
- Any entity listed in eDoc as the Mail Preparer in the last 90 days (Full-Service By/For)

**Question:** If a MSP request a Mailer ID (MID) on behalf of the Mail Owner, is that MID considered to be an MSP?

**Answer:** This should not matter.

**Question:** If a Mail Owner is erroneously tagged as a MSP, how does the Mail Owner get their classification changed back to a simple Mail Owner (not MSP)?

**Answer:** A threshold has been put in place to account for situations where mail owners are incorrectly identified as a mail preparer. By/For currently has a 5% threshold to account for this and exceptions such as not having to include By/For information for mailings by mail owner with under 5,000 pieces.

**Question:** Any mail owner that prepares and submits their own mail will be classified as an MSP and have to have BMS select the "Mail Owner" checkbox?

**Answer:** Yes

#### **Status of Mail Anywhere / Pay Anywhere – Donna Cody**

Once all information is finalized, USPS will announce. We also want to ensure all clerks are knowledgeable of the process prior to implementation.

**Question:** Are there any technical guides for Mail Anywhere / Pay Anywhere?

**Answer:** Donna will get back with customers.

#### **Review of Mapping for Incentive – Coakley Workman / Josefina Cabatu**

Josefina displayed and reviewed the incentive mapping document. The enumerations for the eDoc are included on the far right column of document.

**Question:** Next year, will Earned Value be allowed for customers that do not have an assigned permit?

**Answer:** The mail owner can link the mail service providers permit.

**Question:** Will the customer have the ability to nominate when the credit can be used?

**Answer:** No, we do not have that capability.

Please send all questions regarding incentives to [MobileBarcode@usps.gov](mailto:MobileBarcode@usps.gov)

#### **Reduce TEM Data Retention to Four Months – Ruth Stock**

The data retention period for all TEM files will be reduced from one year to four months.

#### **Issues List**

All critical items reviewed at last week's meeting have been scheduled for a release.

#### **Other**

The updated FSS and FSS bundle mapping will be sent to the group.

Clarification is needed in the January 2014 Release 37 Notes (version 2), section 8.1. "Block POSTNET and IMb Pieces without the 11-digit Delivery Point from Full-Service Containers" to "Block POSTNET and IMb Pieces without the 11-digit Delivery Point from Full-Service Handing Units (Sacks, Tray).

## Action Items

- Updating Standard Mail Marketing Parcels Lines G10 – G 17 to include additional Price Category (Rate Category) for January 2014 version 3
- Clarification on How the *PostalOne!* system Identifies Mail Agent (MSP) USPS (By/For Errors)
- January 2014 Release Notes section 8.1: Need clarification for the pallet Postal Service will update the January 2014 Release Note section 8.1 from “Block POSTNET and IMb Pieces without the 11-digit Delivery Point from Full-Service Containers” to “Block POSTNET and IMb Pieces without the 11-digit Delivery Point from Full-Service Handling Units (Sacks, Tray)

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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 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](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

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