

User Group 1 “PostalOne! / SASP / Intelligent Mail”
Minutes
March 6, 2014

Minutes by Agenda Items

All meeting documentation has been posted to the MTAC Issue Tracking System (MITS) located at <https://ribbs.usps.gov/mits/>. Please see instructions at the end of this document for access to the site.

- **Welcome and Opening Remarks (Kathryn Mackey)**
- **Quick Service Guide - External Dashboard and Mailing Reports for PostalOne! Transactions (Angelique Mathwin)**

Angelique reviewed the following documents, which were sent to the group with meeting documentation.

 - BCG View Transactions Reports
 - BCG Dashboard
- **Status of 2 UG1 Subgroups and New Workgroup (Steve Krejcik and Linda Gustason)**

As a result of continued discussion regarding the topics below, MTAC User Group 1 proposes the formation of the three new groups.

 - Validation of MID/CRID of Mailer Owners including Nonprofit (Subgroup)
 - a. Industry Co-lead: Dennis Kaylor
 - b. USPS Co-lead: Ana Cikowski

Meetings are scheduled for every Tuesday at 12:00 noon EST. Those wishing to participate should send an email to Ana Cikowski at Ana.Cikowski@usps.gov and Dennis Kaylor at dkaylor@osv.com. It was recommended to send the meeting to the distribution list for MTAC 160.
 - USPS Policy for Mailing Chain Responsibility for Multi-MSP Invoicing and Reporting (**Workgroup**)
 - a. Industry Co-lead: Bob Rosser
 - b. USPS Co-lead: Melissa Scheidler

The request has been escalated for approval.
 - Periodicals Poly Wrap for eDOC (Subgroup)
 - a. Industry Co-lead: Kevin Elkin
 - b. USPS Co-lead: Chuck Tricamo / Ruth Stock

The leads are still in the process of determining a day and time for meeting. Those wishing to participate should send an email to Chuck Tricamo at Charles.Tricamo@usps.gov, Ruth Stock at Ruth.s.Stock@usps.gov and Kevin Elkin at kevin.elkin@rrd.com
- **Group Discussion**
 - Airbox Sibling Weight (Chuck Tricamo / Bob Schimek)

This request will get implemented with the July 2014 release.

- Extended ASCII characters in UPA delivery address field (Uni Han-Norton / Bob Schimek)

The key issue is that currently the industry is required to strip these characters before being able to upload to *PostalOne!*, but the industry is looking for the Mail.dat client to take responsibility for stripping any characters in the delivery address that the USPS does not want to load into the system. USPS proposes this change for the January 2015 release.

- **UG 1 Issues List (Kathryn Mackey)**

The new issues were reviewed.

- **Other**

There was a question regarding CAT Testing for Release 37.2.0. CAT testing is slated to begin Monday, March 17, 2014. USPS will get back to the group to ensure the date and other testing details.

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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. Send an email to MTAC_UG1@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 MTAC_UG1@usps.gov with subject line Subscribe MTAC UG 1 or Unsubscribe MTAC UG 1.