

**User Group 1 “PostalOne! / SASP / Intelligent Mail”**  
**Minutes**  
**March 13, 2014**

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**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)**
- **Purpose and Overview (Kathryn Mackey)**

The following mission statement was reviewed.

The mission of the *PostalOne!*, SASP, Intelligent Mail User Group 1 will be to address and resolve issues identified and to define and review improvements in functionality across the *PostalOne!*, SASP and Intelligent Mail systems. The User Group 1 will create ad hoc subgroups to address specific issues as necessary.

- **ACS FULFILLMENT FOR TUESDAY MARCH 18, 2014 THRU FRIDAY MARCH 21, 2014 (Kathryn Mackey)**

**Primary Audience: All ACS First-Class and Standard customers**

**What:** There will be LOW or NO FIRST-CLASS or STANDARD ACS FULFILLMENT VOLUME

**When:** Tuesday March 18, 2014 through Friday March 21, 2014

**Impact:** Due to scheduled system migrations there will be LOW or NO FIRST-CLASS or STANDARD MAIL FULFILLMENT VOLUME FOR MARCH 18-21, 2014

If you receive a daily ACS fulfillment file containing First-Class or Standard Mail ACS Notices you may receive a low volume of ACS NOTICES or a zero/empty fulfillment file.

*Once migration has been completed, ACS notice fulfillment will resume and records delayed due to the migration will be included in your next scheduled ACS fulfillment.*

- **eDoc Upload Performance Update (Rose Flanagan, Vicki Bosch)**

The group will re-launch this week, Friday, March 14, 2014 at 2:00 pm. The group would will also message participants regarding a time change.

- **CAT Testing Schedule – Release 37.2.0 April 2014 (Terry Purcell)**

CAT testing is scheduled for Monday, March 17<sup>th</sup> through Friday, March 28, 2014. There will be CAT Mailer calls every Monday, Wednesday and Friday during the two weeks of testing.

- **Agenda of National Postal Forum Sessions for MEPT (Brenda Crist)**

Brenda reviewed the following sessions for MEPT.

Monday, March 17, 2014

11:00am to 12:00 noon

Full Service for New Users – Ken Penland

4:00pm to 5:00pm

The Business Customer Gateway Made Easy – John Nabor

Tuesday, March 18, 2014

8:00am to 9:00am

Key to Your Data Needs: MIDs and CRIDs – Randy Workman

11:00am to 12:00 noon

Intelligent Mail Barcodes and Placard Solutions – Lance Bell

1:30pm to 2:30pm

Seamless Entry for Packages: Electronic Verification (eVS) – Vicki Bosch

2:45pm to 3:45pm

Support Solutions for Mailpiece Design and the ABRM Tool – Ana Cikowski

4:00pm to 5:00pm

Accessing and Understanding Mail Quality Reporting – Arlene Zisow

Wednesday, March 19, 2014

eInduction – The Innovative Paperless Way to Induct Your Mail – Kelly Lorchick

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

The new issues were reviewed.

- **Meeting Canceled – Thursday, March 20, 2014**

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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](mailto: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

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