

User Group 1 “PostalOne! / SASP / Intelligent Mail”
Minutes
March 27, 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)**
- **CAT Testing Update - Release 37.2.0 April 2014**
 - There were no outstanding issues from Mailer testing.
 - All CAT items have been resolved and are coming back into the environment for retest.
 - Regression testing to commence on Wednesday April 2nd

- **Seamless Acceptance (Tom Glassman)**

Tom submitted the following recommendation regarding the Seamless Acceptance dashboard.

Change Request for the Dashboard

To possess the ability to change the verify date without having to cancel jobs. We are currently on Seamless and the only issue is, having to move the verify date due to the Auto Finalization.

Current Process: if the customer is using our permit and the postage has not arrived we have to go in and Cancel the job.

When the money comes in, we need to upload for the second time the job to *PostalOne!*. This is not a LEAN Process.

Would like the ability to modify the verify date on the dashboard.

Note: After the meeting, mailers received the ability to modify and verify the date on dashboard.

- **Air Box CR - Rejected to Remove the Sibling Weight Requirements (Uni Han-Norton)**

The change request to remove the weight requirements of sibling air box is not in scope for the July 2014 release.
- **Status of Work and Sub Groups**
 - Validation of MID/CRID of Mailer Owners including Nonprofit (**Subgroup**)
 - a. Industry Co-lead: Dennis Kaylor
 - b. USPS Co-lead: Ana CikowskiMeetings 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.

- 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 (**Workgroup**)
 - a. Industry Co-lead: Kevin Elkin
 - b. USPS Co-lead: Chuck Tricamo / Ruth Stock

The group's leadership is suggesting Tuesday as the meeting day. 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

- **Mail.XML July 2014 Shipping Services File (SSF) Transaction ID (TID) (Uni Han-Norton)**

The change request to add the SSF TID for Mail.XML is not in scope for the July 2014.

- **FAQ Document (John Hwang)**

John reviewed the FAQ document. The following FAQs were reviewed.

- Absence of 9-digit ZIP (ALM2975)
- MPA Mail Owner Mailer ID (ALM2975)
- MID used in generating EFN
- Special characters and number as EOF (ALM3195)
- Air Box & Sibling Containers (ALM2973-Rejected)

It was suggested to invite the Product Tracking System (PTR) team to next week's meeting.

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

The new issues were reviewed.

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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

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