

# User Group 1 “*PostalOne!* / SASP / Intelligent Mail”

## Minutes

### June 19, 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 – GG Dickens**

#### **Proposed for Release 39 October 2014 – MicroStrategy Retirement Reports – Matt Chaplin**

- Proposal was due to contributing key factors:
  - MicroStrategy reports have not been enhanced or updated since October 2012
  - All data from dashboard are available in other reports
  - Unable to compare metrics across CRID's
  - In the same period, between January 1, 2014 – April 30, 2014, MicroStrategy reports were generated 268 times by 70 users, compared to Mailer Scorecard was generated 22,046 times by 1,519 users
  - Preparer reports generally have the same data as eDoc submitter reports
  - All data from these reports can be found in Mail Quality eDoc Submitter or Mail Quality Owner & Preparer reports
  - All data from these reports can be found in the Mailer Scorecard, Mailer Scorecard job drills, or the Mail Quality Error Type Report.
- Matt displayed the list of MicroStrategy reports to retire:
  - FS eDoc Errors and Warnings
  - Acceptance Verifications
  - FS Stop the Clock Exclusions
  - Sampling Verifications
  - Mail Quality
  - Seamless Invoicing
  - Mail Quality Dashboard (eDoc Submitter)
  - Mail Quality Dashboard (Mail Owner)
  - Mail Quality Dashboard (Mail Preparer)
  - Mail Quality Summary Report (eDoc Submitter)
  - Mail Quality Job Summary Report (eDoc Submitter)
  - Mail Quality Summary Report (Mail Owner and Preparer)
  - Mail Quality Job Summary Report (Mail Owner and Preparer)

#### **R 38.0 Overview of Full-Service – Jason Desplechin**

- Full Service Postage Assessments
  - The Mailer Scorecard will include a dollar amount displaying the impact of removing the Full-Service discount for all pieces in excess of the threshold for the calendar month.
  - The first Mail Entry Invoice will be able for review on October 11, 2014 based on September 2014 data. USPS will provide at least 2

- months to review prior to activating Full Service postage assessments.
  - The ability to send email notifications when the mail entry invoice is modified or generated will be enabled.
  - The Mail Entry Invoicing Reporting has been enhanced to contain itemized detail about each error.
  - The ability to send emails to the VAE when an invoice is generated or invoice status changes will be enabled.
- Custom By/For Thresholds
  - The PostalOne! system will store a full-service electronic verification by/for threshold on the corporate profile page for each CRID.
  - The threshold shall be set at percentage of full-service mailpieces submitted by that mailer in a calendar month.
  - Internal users can update the by/for full-service electronic documentation customized threshold.
  - If no customized threshold exists for a CRID then the standard threshold will be used.
  - *PostalOne!* will display the by/for full-service electronic verification customized threshold to internal and external users.
  - By/for errors will no longer be logged for mailings that contain fewer than 5,000 pieces.
- Validate Logical Pallet Contains Nested Pieces or Handling Units
  - The PostalOne! system for Mail.dat will validate that a logical pallet, value of (M), is referenced as a parent by another container (i.e., has nested handling units listed in the Container Quantity (.CQT) file).
  - The absence of CQT records will only be allowed when the logical pallet is associated with a logical pallet with .cqt through the Supplemental Physical Container ID.
  - Error Code 4621 (Error if the .csm Container Type does not include a .cqt record unless referenced as a Supplemental Physical Container ID).
- Validation of Piece Barcode Updates
  - A Mail.dat validation has been added to check if piece barcode updates are actual inserts and not updates when no piece data was provided previously. Currently, if there were no piece barcodes submitted previously (original or updates), there is no validation in place to throw an error to indicate that the update should be an insert.
- Orphan Handling Unit Entry Facility Errors
  - Facility errors from orphan handling units will be calculated as a percentage of full-service orphan handling units, not as a percentage of all handling units.
- Validation of Postage Payment Method across Mail.dat Files
  - A Mail.dat validation has been added to ensure the postage payment method is the same across a job. This is primarily the case where the MPU and MPA files are out of sync.

- Postage payment validations in Mail.dat include:
  - a. Validation 4614 (Postage Payment Method with method other than G = Government when claiming Election or Political Mail).
  - b. Validation 3799 (.mpu Postage Affixed Type field is not populated with M - if populated - when the .mpa Postage Payment Method field is populated with L, C, or M. M = Meter L = Metered: Lowest C = Metered: Correct M = Metered: Neither).
  - c. Validation 3801 (.mpu Postage Affixed Type field value does not contain S = Stamp when the .mpa Postage Payment Method is populated with S = Stamp).

✚ **Standard Mail Letters and Flats (Simplified Address Mail) deferred due to too late for R 38 Release to catch both value of .cqt Rate Category “A “ and “A1”. Postal Service proposed for October Release R39.0 until then mailers must continue to use the value of .cqt rate category “A1” – Uni Han-Norton**

✚ **Action Item from last week – Status of Adhoc Query for ALM 2706 BPM Flats Full-Service issue has been completed and sent to HQ Mail Entry – Diane Smith**

✚ **Mailers Scorecard Reports for FSS/OCI will be discussed in next week MSDG then we will bring back UG1 early July 2014 – will update Release notes with impact on mailer scorecard – Uni Han-Norton**

✚ **Action item from last week – status of Financial Issues (ALM 3407), Financial defect has been corrected except one acceptance unit in Mattoon IL – Veronna Hudson**

✚ **Status of Financial Defect SOP , HQ Mail Entry will have a final draft version for UG1 members – Uni Han-Norton**

✚ **eDoc mappin for PS 3605 Part A (Bound Printed Matter) has been updated to include the maximum Piece weight for both Full-Service and R38 – Uni Han-Norton**

✚ **RIBBS – Full-Service 2015 Release Home Page has been created and January 2015 R 40 Structural Release Schedule has been posted – Uni Han-Norton**

**Action item from last week – Error Code 2400 found in CAT: - Uni Han-Norton**

- There is an open CAT defect to correct the validation (ALM 4226 - CAT/PRE\_PROD errors - The .seg Move Update Method field value is incorrect). The validation is currently off in CAT, and will be turned off in preprod soon until the validation is changed.

✚ **Action items from last week – Error Code 4620 found in CAT – Uni Han-Norton**

- ALM 4227 - When the .csm Entry Point for Entry Discount - Facility Type is populated with W = DFSS or the .cqt Destination Entry is populated with P = DFSS, the .csm Container Level must be populated with E = FSS Sort Plan

✚ **Issue List and OCI Defects – GG Dickens**

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  3. MTAC (next to the last tab on left menu) MTAC Issues Tracking System Login (listed under "Important Links")  
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