

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

## Minutes

### September 4, 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)

#### ✚ Update Release 38 Known Issues (Kathryn Mackey)

Kathryn reviewed the Known Issues List currently posted on RIBBS at [https://ribbs.usps.gov/intelligentmail\\_schedule2014/releases/aug\\_sept2014/issues.cfm](https://ribbs.usps.gov/intelligentmail_schedule2014/releases/aug_sept2014/issues.cfm).

Additional information will be communicated to mailers regarding ALM 5006 - Postal Wizard PS 3541 Periodicals - Manually entering permit number and type into Postal Wizard account search on the permit entry page, yields an error message stating that permit number in question is not found within finance number.

Also, the group agreed to change the priority of ALM Item 5047 from Critical to High. ALM 5047 - Only for Mail.dat: Discrepancies with Package Services PS 3605 Bound Printed Matter (BPM) Flats and Pending Periodicals, UPD Package Services Total Cost calculation due to a rounding error.

#### ✚ CAT Update for Patch Release 38.1.1 (Terry Purcell)

CAT testing will conclude Friday, September 5, 2014 for the patch release. Currently, the team has not encountered any issues. Also, a new client **is not** required for Release 38.1.1.

#### ✚ Release Notes Status and Review (Kathryn Mackey)

Patch Release 38.1.1 Notes were reviewed and are posted to RIBBS at [https://ribbs.usps.gov/intelligentmail\\_schedule2014/releases/aug\\_sept2014/issues.cfm](https://ribbs.usps.gov/intelligentmail_schedule2014/releases/aug_sept2014/issues.cfm)

There will be a final version of Release 38.1.1 notes posted to RIBBS Monday, September 8, 2014.

#### ✚ Status of Nonprofit Quality Data Cleanup (Josefina Cabatu)

Josefina reviewed the presentation, which will be sent along with the minutes to the group.

There was a question regarding the stability of the validation tool. Josefina stated the tool returns only active permits and encourages its use. If the tool fails to return the mailer's expected results, they should then call the Helpdesk for assistance.

Steve Krejcik requested a copy of the requirements around the nonprofit validation tool. Josefina will provide the requirements to the Nonprofit Workgroup.

## **Release 39.0 Postage Statement Mail Owner Generation and Display (Uni Han-Norton)**

Uni reviewed the presentation that included the following information.

Currently when multiple mail owners are specified in the MPA file using Mail Owner's Local Permits and one Postage Statement is generated for each update submission, a single Mail Owner's address information is being displayed on all postage statements generated for that Mail.dat job.

This is occurring because the code logic is selecting Mail Owner address information from a table that contains all Mail Owner data for the job without any distinctive data by which to select accurate Mail Owner Address information for each individual statement generated.

In November 9, 2014 release, the *PostalOne!* system will display Multiple Mail Owners information on the postage statement.

The following questions were asked and taken as action items for the next meeting.

- Are there any changes to existing External Dashboard and Postage Statements -- No
- What about the Mail Owner View?
- Master statements with multiple individual statements (with one mail owner) view vs. commingled statements
- Any changes to the download postage statement view

## **BMA Advisory - Incentive Program – Critical Defect 4985**

- Patch date is September 7, 2014 Release 38.1.1
- Target date for Data Repair is September 12, 2014 to perform refund transactions.
- For Mail.dat submitted mailings which claim the incentive programs, **Emerging Technology 2014**, **Color Print in First-Class Mail**, and **Earned Value Reply Mail Promotion**, the *PostalOne!* system is not receiving the incentive discount since the Release 38 deployment on August 24, 2014. The issue was detected on August 26, 2014.

The issue is described as follows. The postage statements which display on the Business Mail Acceptance Unit dashboard, reflect that the incentive discount was applied correctly. However, when the *PostalOne!* system attempts to perform the transaction to the customer's CAPS account, the transaction for the incentive amount does not transmit to CAPS. The total postage minus the incentive is transacted to the CAPS account and the customer is overcharged for the postage.

- Acceptance Clerks will Process impacted eDOC mailing with a negative balance until September 12, 2014 and enter "Impacted DEFECT 4985" on comment section.

The *Emerging Technology 2014* promotion is a program running, August 1, 2014 through August 31, 2014 offering mailers an upfront 2% postage discount on qualifying mailings. The *Color Print in First-Class Mail* promotion is a program running, August 1, 2014 through December 31, 2014 offering mailers an upfront 2% postage discount on qualifying mailings. This issue will be resolved on September 7, 2014 in the *PostalOne!* Release 38.1.1

#### **Release 38.0 Known Issues and Helpdesk Tickets (Uni Han-Norton)**

Uni reviewed the list of issues and Helpdesk tickets from Release 38.0.

#### **Patch Release 38.1.1 – Sunday, September 7, 2014**

Patch Release 38.1.1 will deploy on Sunday, September 7, 2014. A notification will be sent Friday, September 5, 2014 from the Helpdesk.

#### **UG1 Issues List (Kathryn Mackey)**

Due to time, the list was not reviewed during the meeting. The list was distributed to the group prior to the meeting for review.

#### **Action Items**

- Josefina will provide the Release 39.0 Nonprofit requirements to the Nonprofit Workgroup.
- Uni will provide answers for the questions listed below from the *Release 39.0 Postage Statement Mail Owner Generation and Display* discussion.
  - Are there any changes to existing External Dashboard and Postage Statements -- No
  - What about the Mail Owner View?
  - Master statements with multiple individual statements (with one mail owner) view vs. commingled statements
  - Any changes to the download postage statement view

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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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