

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

## Minutes

### October 16, 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)

#### ✚ Release 39 CAT Status (Terry Purcell)

Testing for Release 39 continues in the CAT and PreProd environments. There will be code deployment this evening at 4:00pm EST. The new schedule was shared with mailers during the last CAT Mailer call. Deployment schedule for CAT is Monday/Wednesday and PreProd is Tuesday/Thursday.

#### ✚ HQ Mobile Program Office: 2015 Promotion Calendar (Josefina Cabatu)

Josefina reviewed the proposed 2015 Promotions calendar. The following promotions along with dates were proposed for 2015.

- Earned Value Reply Mail (April 1 – June 30, 2015)
- Emerging and Advanced Technology (April 1 – July 31, 2015)
- Color Print in Bills and Statements (June 1 – October 31, 2015)
- Mail Drives Mobile Engagement (August 1 – December 31, 2015)

The promotions and schedule are awaiting management and PRC approval.

Mailers requested incentive periods to be at least six months.

#### ✚ Patch Release 38.1.4 Notes(October 21, 2014) (Kathryn Mackey)

The Patch Release 38.1.4 Notes were reviewed and will be published to RIBBS at [https://ribbs.usps.gov/intelligentmail\\_schedule2014/releases/aug\\_sept2014/releasenotes.cfm](https://ribbs.usps.gov/intelligentmail_schedule2014/releases/aug_sept2014/releasenotes.cfm).

The patch release will be deployed Tuesday, October 21, 2014.

#### ✚ Action Items Update (USPS )

- **Action Item 14** Clarification Palletization for First-Class Full-Service and A Guide to Letters and Flats Change – USPS is working on the request and hope to review at next week’s meeting.
- **Action Item 15** Scorecard Electronic Verification Nesting Sortation Issues - USPS is working on the request and hope to review at next week’s meeting.
- **Action Item 16** EDDM - ALM 4319. Need to revisit the solution. If necessary follow up with Watt Bryant and Jim Morton. **After the meeting: This item will be fixed with the Release 40 (January 2015).**

- **Action Item 17** Share R38 Lessons Learned with Industry e.g., why did the release have so many defects. What is the USPS doing to prevent this. - USPS is working on the request and hope to review at next week's meeting.

## **Issues List**

The following new issues were reviewed. Also, beginning next week, IT will review the list during the meeting.

### **ALM Items**

5463 - eInduction: Broken links on Container Management Report

5464 - eInduction containers entered at SV are incorrectly displayed as entered at non-SV sites on the Mailer Scorecard and Job level eInduction Reports.

5437 - Delay between Scorecard update and drill reports. [There was a request to change the priority from "Low" to "High"](#)

5421 - Mail.dat: Additional Postage Permit incorrectly identified in Mail Anywhere submission. The impact is the additional postage permit is charged.

### **Action Item Discussion**

Defect 5377 was implemented with Patch Release 38.1.3 on October 9, 2014.

However, mailers are still experiencing errors when submitting jobs. An external ticket was open and is being investigated by USPS IT.

- **Item 5377**

Postage statement processing has been updated to correctly conduct weight validation for Periodical (PE) Machinable Flats where the mailing consists of 5-digit pieces in a 5-digit bundle with a weight over 1.25 lbs. The maximum weight threshold of 4.4 lbs. is now properly enforced for PE postage statements containing 5-digit pieces in a 5-digit bundle. Previously, if PE 5-digit bundles were claimed on the Machinable Flats 5-digit line, they were incorrectly subjected to a 1.25 maximum weight limit instead of 4.4 lbs. as they should have been. If the PE 5-digit bundles claimed on the line were over 1.25 lbs., an error message was generated, stating that the pieces were above the maximum weight limit for the Machinable Flats line. As a result of the issue, acceptance employees were unable to finalize these statements. The weight validation for automation and Non-Machinable Periodicals is not affected.

## **Release 40 Notes (Josefina Cabatu)**

Josefina reviewed the Release 40 Notes.

### **1.2 Fee Renewal Notices 4244**

The Fee Renewal Notice Letters sent by the Centralized Account Processing System (CAPS) will be updated to include additional information and enhanced to be automatically triggered to waive the Annual Presorted Fee for CAPS account holders who meet the Full-Service threshold requirements.

It was stated that today CAPS sends out letters to customers requesting if mailers want or not to pay bulk mail fees. How should mailers respond to the letter? If it set to auto renewal is the fee waived? Will this be changed in the system to waive the fee? Could we have someone from the CAPS group join UG1 and provide feedback. Josefina will invite business to join the next meeting.

### **1.3 Self-Service Terminal 634**

The Self Service Terminal (SST) will improve the customer experience, reduce acceptance workload at Business Mail Entry Units (BMEU), streamline the overall mail acceptance process, and provide seamless acceptance of electronic mailings at BMEUs.

Mailers wanted to know how SST is being used by mailers or clerks; needs to know how many per month for SST usage metrics and show if SST is block due to fee expired, insufficient funds, etc.

### **1.8 ACS Billing Profile for Full-Service Mailer ID 54**

The USPS will implement an Address Change Service (ACS) Billing Profile option for mailers to select within the Mailer ID (MID) application that is accessed through the BCG. The mailer option allows a third-party to be identified as an invoice recipient for postage and fees incurred by the mailers when new ancillary service options are offered.

Mailers asked if changes are tied to this release or are they a stand alone. Fulfillment will be changed. There are no changes to ACS files or trigger. These are proposals for new functionality. The discussion will continue offline.

### **🚩 Action Items**

Request a CAPS representative to speak at next week's User Group 1.

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  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
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