

UG1 MicroStrategy Reporting & Performance Subgroup Meeting Minutes

Date: 25 April, 2014

Time: 9:45 AM to 11:00 AM

Location: WebEx

Next Meeting Date: 9 May, 2014

Meeting Agenda

- MicroStrategy Reporting
 - Product Owner: No Requests for this week
 - Discussion: Mail Owner Scorecard View: “Master CRID” /Seamless
 - Discussion: Establish General Guidelines for Error Code Updates and RE-evaluate the language & error data in the error codes descriptions (contd.) (Andrew White)
 - Open Discussion
- MicroStrategy Performance
 - Status of ETRs/Upcoming Performance Enhancements
 - MicroStrategy Performance Metrics
 - Next Meeting’s Discussion Items

Meeting Minutes

Micro Strategy Reporting

- Error Codes
 - Attempt to establish guidelines
 - Provide useful information depending on error type
 - Added
 - eDoc Barcode & Tray Barcode –want to see the difference
 - Mailing Group ID in addition to Job ID- to do lookups
 - Scan Location by Local Key and facility name
 - Facility name, Date & Time Stamp of Actual Scan
 - Can have different types of facilities
 - Assigning local key incorrectly or data discrepancy
 - Entry level – come up with generic ways of improving error codes for all mail classes/shapes, so this will change
 - Classification of Hub vs FSS site- where is USPS indicating have error since took it to incorrect facility
 - 2 different facilities: Where you entered it & what you claimed it as
 - Mail.dat- entry point type (DDU, origin, transfer hub etc)
 - Expected (eDoc) vs. Actual (where container arrived)
 - Compare where container entered to mail direction file
 - Entry Point for Entry Discount Type and Text Description
 - Appointments- need a way to use recurring appointment or cross reference what appointment they are using.
 - Need Location to cross reference appointment
 - Way to tell if it were eDoc vs. FAST apt
 - Only submit eDoc when have 3rd party logistics to track where appointment came from.

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- Add Source of Appointment (eDoc or FAST)
- *Bob Rosser* brought up duplicate issue:
 - Currently generating duplicate container- expected vs actual – 3rd party logistics associates content to FAST appointment
 - At what appointment did you scan (IMCB)
 - Ex) Same IMCB may be associated with 2 appointments, got bumped since trailer is too full & didn't get removed from original FAST apt.
 - Will see 2 different time stamps, use same barcode of container for 2 different FAST appointments
 - Looking at scan of container without reference to other information
 - Could be human error or got bumped from first appointment, so it's on there as content association
 - *Tom Glassman*: Any value of associating scan with original appointment? Why is there relationship to appointment? Scan SKID & get it in. Shift report gives information if in wrong location.
 - Bring this issue up with Kelly to discuss this issue in Meeting -138
 - Current SV Scenario- at right location & paid for. Linking content to FAST appointment is optional
 - Non-SV Scenario: Passive situation-scan containers & comparing after the fact. Linking content to FAST appointment is mandatory
- Container Errors
 - How are we making sure USPS is keeping up with label list & version to claim this is an error
 - Will use whatever is valid in the system at the time
 - Add:
 - Eligible Mail Direction File Versions
 - CSA Effective Date
 - Entry Point for Entry Discount Type and description
- Looking for a value of each if it's available
- *Mindy McClellan*:
 - MTAC Open Session May 20- this group will be represented there
 - If encountering errors, report to help desk

Performance Metrics

- Open ETR/ECR

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- Need to have ETRs looked at again
- Is ALM 3374 (Scheduled patch date of May 4) related to ETR 2726?
- Need to specify which Mailer Scorecard Details Report

- *Sharon Harrison:* would like to have conversation of requalification of mail due to spoilage, but not changing tray tags or placards. Getting errors since makeup is not matching eDoc.
- Need to understand what should industry be doing
 - Requalify & trigger errors, risk having adjustments
 - Non Requalify & trigger errors?
- Bring this up in BMS & then PostalOne User Group
- Arlene will work with Randy to champion this to BMS group

Action Items

Action Item	Owner	Due Date
Bring up duplicate issue up with Kelly to discuss in Meeting -138	Tom Glassman	5/9/14
Bring up Requalification of mail due to spoilage issue to BMS group	Arlene & Randy	5/9/14