

MTAC #140: Enterprise Payment Meeting Minutes

Tuesday, June 28, 2011

3:00pm-4:00pm EST

Agenda Items

1. Review Minutes – June 14, 2011
 2. Access and Controls/Security
 3. Group Input
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1. Review of Minutes from June 14, 2011

- a. General – Business Customer Gateway (BCG) name change
 - The industry believed that there is no need to change the name of the BCG
- b. Payment Methods – How many payment methods (Credit Cards and Bank Account Information – ACH Debit) should be stored in the payment profile for each account purchased products and services
 - The stored payment methods will be set at a configurable amount for the requirements.

2. Access and Controls/Security

- a. User Access
 - The workgroup reviewed and discussed the User Access Options document outlined below. The User Access Options document will be discussed further at the next workgroup meeting.
 1. User access roles
 - Site Administrator
 - ❖ Multi-account corporate site administrator– Grant/control access levels to other users
 - ❖ Single account site administrator
 - Access level user roles given by the multi-account corporate site administrator
 - ❖ Payment Account Administrator
 - Corporate account payment administrator
 - Individual account payment administrator
 - ❖ Purchaser
 - ❖ Reports User
 - ❖ Product Profile
 - ❖ Third party access (TBD whether this is the same as the multi-account corporate owner, multi-account corporate

payment administrative, single account owner, or single account payment administrator differentiated by user ID) – contracted with Mail Owner to pay, audit, enter, monitor, and report .

- Mail Owner
 - ❖ Multi-account corporate owner – access to all levels, but does not control other user access
 - ❖ Individual Account owner
- Mail Service Provider (“By”)
- View only

2. Site Functions

- Reports
- Product
- Channels
- Financial transactions

3. Transaction Information Divisions

3. Other/Group Input

Q. Are payment methods PCI compliant?

A. Yes we currently store credit card information with PCI and the new system will continue utilizing PCI.

Q. Will there be options to storing credit card information?

A. Yes

4. Next Meeting

Monday, July 11 at 3pm EST (Telecom information will be provided at a later date)

- Agenda
 - Review Minutes
 - Access, Control, and Security (User Access Document)

MTAC Issues Tracking - Steps to Accessing Documents in RIBBS:

Business Customer Gateway

National Customer Support Center - RIBBS (listed under "Customer Support") MTAC (last tab on left menu) MTAC Issues Tracking System Login (listed under "Important Links")

<http://ribbs.usps.gov/index.cfm?page=mtac>

Sign on with user name WG 140 and password: Train!Frogleg3

Click on Work Group

Search on User Group Issue Number 140

Click on View Minutes