

Committee: Workgroup #151 – Streamlined Weight and Ad Percentage Capture Process

Final Recommendation

Purpose of the Workgroup #151

This workgroup will develop an approach to simplify the capture and reporting of weight for all mail classes and ad percentages for Periodicals.

Participation and Discussion Format

Industry Leadership: Randy Stumbo; Erv Drewek

USPS Leadership: Travis Hayes

The work group was comprised of Industry mail owners/mailers and met via teleconference.

Deliverables

1. Evaluate PAGE and recommend a simplified approach for mailers to capture ad percentage and for USPS to validate ad percentage for Periodicals.
2. Develop processes/approaches that are aligned with the Full-Service, Seamless Acceptance vision
3. Establish tolerances as appropriate for weight fluctuations (humidity, etc.)

Recommendations

1. During the June 2015 Periodical Advisory Group (PAG) meeting an automated process designed to generate AD% verification requests through the *PostalOne!* system was presented and discussed. After consideration of the proposal, the group concluded that it should not be adopted at this time. The following clarifying information was also shared:
 - USPS urged publishers to submit marked copies to their original entry office instead of the additional entry office to aid in future implementation of seamless acceptance.
 - USPS will work with any original entry offices having minimal Periodicals marked copy audit knowledge.
 - To avoid the submission of marked copies for “each edition” the USPS will review DMM standard (DMM Section 207.16.2). Group recommended possible change from edition to main or prominent issue.

- The USPS will propose DMM language on the timeframe for submission. Industry requested at least a 24 hour window on the next business day.
2. The Business Mail Acceptance Sampling process documents have been updated to clarify steps to correctly pair the FS-IMD to a USPS scale through Blue-Tooth technology to eliminate manual entry of piece weight data.
 3. Currently, postage is paid based on a weight determined by the DMU clerk at a single point in time. Under the seamless acceptance vision, weights would be verified at a downstream postal facility in a random fashion rather than at origin. Due to production factors at origin, the reality is that mailpiece weight varies throughout the production run. Environmental factors can cause additional variation, although to a lesser degree. Random mailpiece samples were collected from multiple mailings throughout the production processes at multiple mailer locations. The physical mailpieces were individually weighed, recorded and reconciled to the piece weights populated within the mailers electronic documentation. Through statistical analysis of the piece weight data a threshold of 3.8% was determined.

Conclusion

Workgroup #151 concluded that 3.8% is a reasonable tolerance. During the Seamless Parallel process the USPS will work with mailers who are unable to meet this threshold. Periodic updates on the process will be brought forth to the newly created UG for Mail Entry and Payment programs. Workgroup #151 has met the desired results of the formation of the group. The recommendation for Deliverables 1, 2 and 3 was agreed upon by leadership and workgroup members.