

# MTAC Workgroup 153 Final Report – Resolution Statement

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## Workgroup 153 Mailer MTE Tracking and Reporting

### Objective:

Develop and test methodology for industry partners to monitor and report MTE inventory in MTEOR Phase 2.

To achieve the objective the workgroup completed these steps:

- Held 8 web meetings
- Discussed and reviewed mailer inventory processes currently in use
- Determined the optimal level of MTE inventory tracking
- Determined the optimal frequency of MTE inventory reporting
- Identified 3 inventory tracking tools for testing by work group
- Conducted testing with work group team

### Results:

- Found most mailers were not tracking MTE inventory
- Determined that weekly inventory reporting is sufficient
- Modified 3 inventory tools based on workgroup feedback
- Industry collaboration enhanced results to move beyond inventory tracking and into managing MTE processes well beyond what is needed for MTEOR Phase 2 inventory reporting
- Built the MTEOR system to accept inventory reporting in either piece or pallet quantities – mailer's choice
- Mailer MTE inventory reporting in MTEOR Phase 2 begins April 15<sup>th</sup> in a simple snapshot format
- Flexibility - mailers may elect to simply count empty MTE weekly, utilize one of the 3 tools developed by the workgroup, or develop their own process

### Resolution Statement

MTAC Workgroup 153 collaborated to develop various methodologies for industry partners to monitor MTE inventory in their facilities. Additionally the tools developed will facilitate a more robust tracking of MTE flow into, between, and out of mailer facilities, if desired. For MTEOR Phase 2 only a simple snapshot of on-hand empty equipment will be reported without requiring an accounting of the disposition of all equipment provided. At some point MTEOR may be enhanced to receive more robust reporting. System changes would be required for MTEOR and PostalOne! to facilitate more robust reporting.