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# MTAC Workgroup #160

## Mail Owner & Nonprofit Identification in eDoc

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### Background

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Purpose: Identify nonprofit Mail Owner's participation in eDoc to validate postage rate claimed and to support USPS tracking within the previous twenty-four month period.

Objective: Electronically transmit nationwide nonprofit authorization numbers to *PostalOne!*, to replace current submission of hardcopy lists of nonprofit authorizations in given mailing.

Industry Co-Chair: Dennis Kaylor  
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USPS Co-Chair: Susan Redman  
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### Key Workgroup Issues to Address

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- Complexity of identifying multiple Mail Owners
- Number of mailers – hundreds of nonprofits may exist in a mailing
- Processing time for files
- Level of granularity
- Timing of information
- Managing IDs
- USPS needs to formally communicate intent to eliminate Ghost Permits
- No integration with Address Management System (AMS) & Customer Registration
- Additional issues documented in issues spreadsheet
- USPS communication of nonprofit functionality schedule & guidelines

### Meeting – October 8, 2013

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#### Agenda

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- Review 10/1 meeting minutes
- Discuss proposed alternative method of nonprofit eDoc identification – Dennis Kaylor
- Address outstanding questions

#### Minutes

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- Reviewed minutes from 10/1 meeting
  - Discussed duplicate CRID issue (data quality)
    - Specific data issues can be sent to the *PostalOne!* Help Desk – i.e. linking of permits to CRIDs, reassignment of MIDs, consolidation of duplicate customer data, etc.

- Dennis expressed concern regarding the communication of the change in Mail Owner data (MID assignments, etc) to the impacted MSPs
        - Individual Mail Owners should be encouraged to communicate any customer data changes to their MSPs
      - Linda Gustason inquired about a CRID hierarchy concept to map a given customer's business locations to a single "corporate" CRID
        - USPS currently has no plans to introduce a CRID hierarchy
        - This topic has been brought up on the MTAC User Group 1 Reporting subgroup
    - Clarification was requested regarding the exception to identify nonprofits by the hardcopy method after January 2014
      - USPS will provide further clarification on the guidelines for identification of nonprofits moving forward (outlined in Mail Owner ID scenario excel)
    - Concern was raised over TEM testing schedule for January 2014 Release
      - TEM is scheduled to be updated with new January code on January 13
      - Mail Owner rules are scheduled for implementation on January 26
      - Industry is concerned that there will not be enough time to adequately test changes to the eDoc
      - Industry requested a rule exception past the January 26 implementation date
  - Discussed proposal to alternatively identify nonprofit authorization numbers
    - Proposed file format would:
      - Allow for the identification of each nonprofit contained in the mailing
      - Allow for identification with MID, CRID, Permit, or Nonprofit Authorization Number
      - Avoid identification of multiple nonprofits in the .mpa or .seg records, which would prevent large increase in file sizes
      - Be optional to identify those nonprofits with less than 5,000 pieces on the statement
    - Questions discussed:
      - How would this new file be associated with a postage statement?
        - TBD – Mail.dat workgroup will be discussing how the new file would be associated with the rest of the job
      - Would volume and revenue for each nonprofit be required?
        - Industry expressed concern over having to provide detailed mailpiece volume and revenue for each nonprofit – why is that information required?
        - There is concern that the industry will not be able to comply with the volume and revenue requirements by January 2014
  - Next Steps:
    - *Multiple Mail Owner Identification in eDoc – Guidelines* to be distributed to the group via email
    - Group would like questions to be reviewed by USPS and addressed in the next meeting
    - There is a Standard Mail Pulse of the Industry call on 10/23 – group thinks that some of this information should be reviewed on that call

## Proposed Agenda for Next Meeting

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- Review 10/8 meeting minutes & address questions