MAILERS TECHNICAL ADVISORY COMMITTEE
UNITED STATES POSTAL SERVICE ®

Resolution Statement: Workgroup # 160 - Mail Owner & Nonprofit Identification in eDoc

Official date of completion: January 28, 2014

Purpose of the Workgroup

- Review ability to electronically transmit nonprofit authorization numbers to *PostalOne!,* to replace current submission of hardcopy lists of nonprofit authorizations in given mailing
- Review the existing approaches that allow the identification of multiple Mail Owners on a single postage statement

Participation and Discussion Format

- *Primary Industry attendees*: Nonprofit Mail Owners and Mail Service Providers
- *Primary Postal attendees*: Mail Entry, Payment Technology, Product, and Pricing & Classification representatives
- *Meeting method*: Weekly/Biweekly WebEx & several face-to-face meetings beginning on August 29, 2013
- *Meeting format*: Key issues and concerns were raised during the first several meetings. USPS provided responses to issues as they were addressed. Team then identified a solution to the underlying electronic identification issue that was suitable for both the Industry and USPS and supported the future for submitting electronic information for mailing.

Recommendations

The workgroup:

- Reviewed methods for identifying Mail Owners in eDoc
- Reviewed the ways the Postal Service interprets key Mail Owner eDoc identification fields
- Reviewed new tools on the Business Customer Gateway that enable Mail Service Providers to validate and/or request new customer identification information (CRIDs, MIDs, etc)
- Reviewed methods to identify multiple Mail Owners for a single postage statement submitted via eDoc
- Developed & reviewed mailing scenarios to highlight the difference between identification requirements for Full-Service and nonprofit mailings
- Discussed a proposed alternate method of nonprofit eDoc identification via a new nonprofit authorization record
- Discussed the Postal Service's proposal to update the nonprofit eDoc validation to use all populated Mail Owner fields in the eDoc (MID, CRID, and permit) to check for nonprofit authorization.

The workgroup makes the following recommendations:

1. Enhance the eDoc nonprofit validation process in July 2014
2. Encourage Mail Service Providers & eDoc submitters to utilize the Customer Validation Tool (available via the Business Customer Gateway) to ensure the accuracy of their customer information

Conclusion

The workgroup accomplished the following:

- Demonstrated how to identify multiple Mail Owners in a single mailing (comail)
- Determined how to enhance the nonprofit authorization validation in eDoc
- Provided recommendations for enhancements to customer validation tools to include nonprofit authorizations
- Developed & distributed the following educational/training guides
    - *Quick Guide to Mail Owners in eDoc*
    - *Mail Owner Identification Scenarios & eDoc Order of Precedence*
    - *Multiple Mail Owner Logic*

As a result, the Postal Service should develop and deploy the updated nonprofit eDoc validation logic as a part of the July 2014 *PostalOne!* Release.