

Work Group 163: Supply Chain Reporting and Invoicing

6/10/14 Kickoff Meeting Notes

Industry Lead: Bob Rosser, IWCO Direct, PostCom; USPS Lead: Randy Workman, Business Mailer Support

- 45 people signed up to participate in this Work Group from diverse areas within the mailing industry
- WG 163 was created at the request of the industry to address concerns that Mailers could be held accountable for potential invoicing for errors caused by a separate party to the mailing
- Third party issues may not be identified on the Mailer's Scorecard; therefore the mailer is responsible for potential invoicing
- The Work Group has an aggressive schedule—90 days. This is because recommendations must be submitted in time to allow any procedural or software solutions to be designed and implemented
- A membership list and meeting deck will be distributed to all members of the Work Group
- Bob Galaher expressed concerns that the Mail Service Providers bear the burden of following invoicing to the mail owners. He believes that by/for issues have still not been effectively worked out
- The problem may involve more than "third parties." This is a joint problem between the Postal Service, Mail Service Providers, and all other parties in a mailing (could be multiple parties)
- The goal of the Work Group:
 - o Identify "invoiceable situations."
 - o Offer solutions for each invoiceable situation
- Full-Service invoicing assessments have been postponed until January, 2015
- It was stated that there are no "third parties" in a mailing. All parties are of equal value and part of the overall supply chain providing mail to the USPS. It was acknowledged by Bob and Randy that this was a valid point. Wording on future documents will be amended.
- Bob Rosser went over an initial draft of an Issues Grid that lists multiple mailing scenarios, potential errors, the various third parties that might be impacted, and a summary of industry comments and concerns. Provide input and additions for the grid to Bob and Randy.
- Members were asked to review the matrix and provide any additions, suggestions or changes deemed necessary. Instructions were given to email all to Randy and Bob. The matrix was emailed to all members after the meeting.
- Weekly meetings will be scheduled for Tuesdays at 10:00 EST thru June. Potential changes to the meeting schedule will be discussed during the July 1 meeting.