

# Commercial Mail Start-the-Clock Overview

February 2015



## What is Start-the-Clock ?

- ❑ Start-the-Clock (STC) is the date when USPS takes possession of the mail

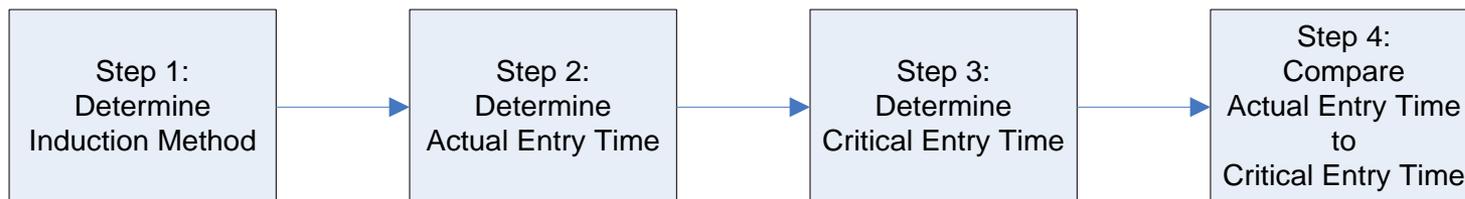
## What is Start-the-Clock used for ?

- ❑ Is a key component of Service Performance Measurement (SPM) calculations
- ❑ Provisioned to mailers for Full-Service mailings at no charge

## How is Start-the-Clock calculated ?

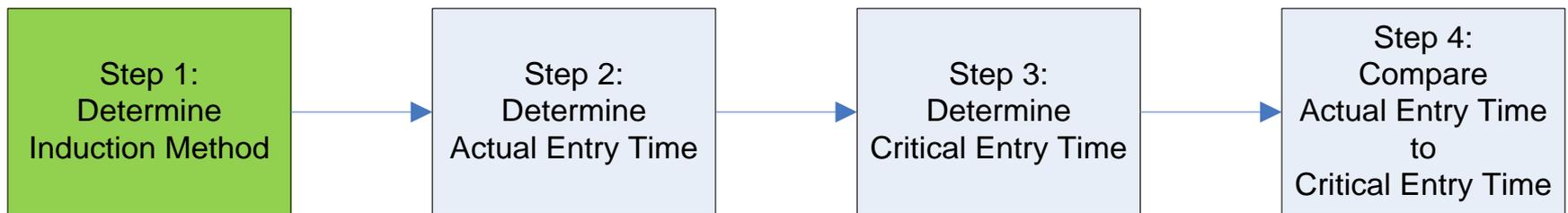
- ❑ Various inputs are used:
  - Mailer provided data in eDoc (e.g. entry location, entry type, ship date)
  - Operational data (e.g. container scans, FAST Appointments)
- ❑ Based on how mailer prepares the eDoc, STC is calculated at the Logical Container level, Physical Container level, or Orphan Handling Unit level

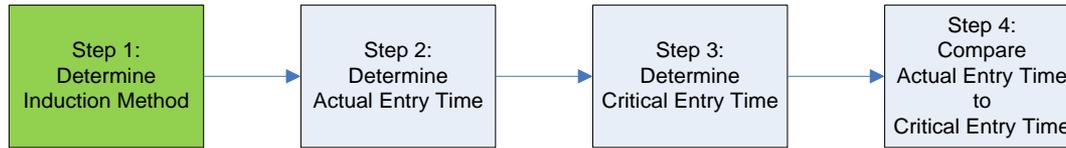
- ❑ 4 key steps to determining STC:



# Step 1.

## Determine Induction Method





❑ **Determining how the mailer entered the mail i.e. induction method, is critical to determining STC**

❑ **STC business rules vary based on the induction method**

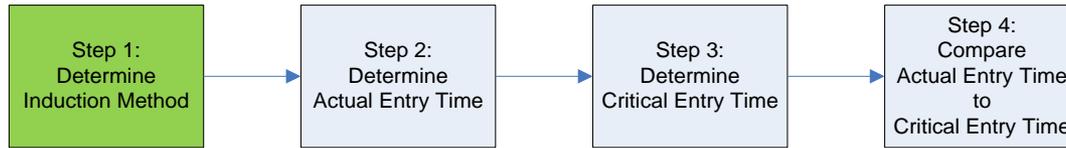
❑ **5 induction methods:**

Destination Entered Mail

1. Drop Ship (DNDC/DADC/DSCF)
2. Drop Ship (Delivery Unit)

Origin Entered Mail

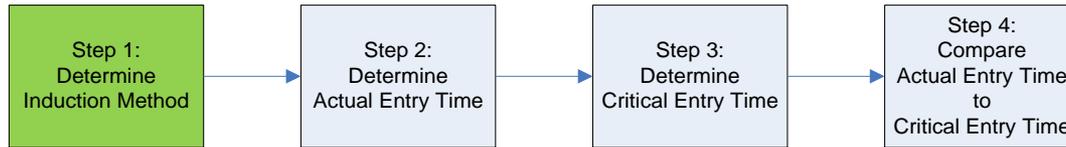
3. Business Mail Entry Unit (BMEU) Entered
4. Origin Verified Mailer Transported
5. Detached Mail Unit (DMU) Verified USPS Transported



## ❑ Destination entered mail

- **The Entry Point for Entry Discount Facility Type field in eDoc is used to determine if mail is destination entered**

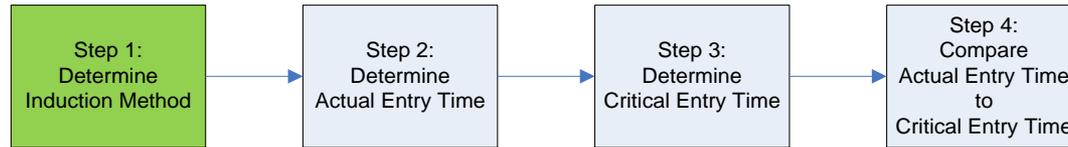
Induction Method	Entry Point for Entry Discount (from eDoc)
Drop Ship (NDC,SCF, ADC)	DNDC: 'B', ADC: 'R', DSCF: 'S', DAMF/DSCF: 'M', ASF/DNDC: 'A', DFSS: 'W'
Drop Ship (Delivery Unit)	DDU: 'D'



## ❑ Origin entered mail

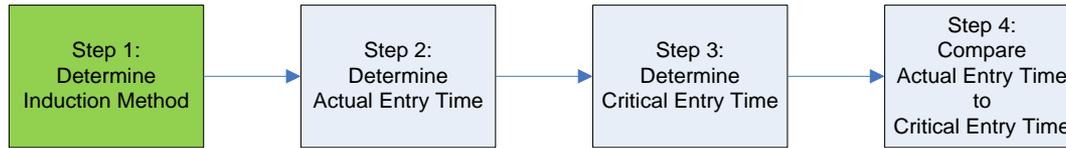
- **Determining if the mail is Origin entered is more involved**
- **Following inputs are used in order of precedence:**
  - Entry Point for Entry Discount Facility Type field in eDoc
  - Existence of an Appointment associated with the container – based on eDoc or container scan
  - USPS Pick-up Indicator in eDoc
  - When the previous three are unable to determine induction method, the Verification Facility type (BMEU or DMU), coming from finalized postage statement in PostalOne!, will be used to determine induction method
- **Subsequent slide explains the detailed business rules**

# 1. Determine Induction Method



## ❑ Origin entered mail

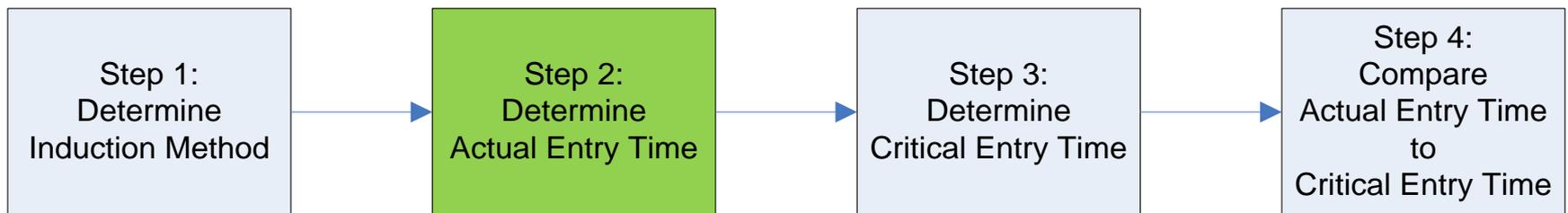
Induction Method	Entry Point for Entry Discount (from eDoc)	Additional Criteria (Ordered by Precedence)
<b>Business Mail Entry Unit (BMEU)</b>	<b>Any Origin Type</b>  Origin: 'O' Origin NDC: 'K' Origin ASF: 'L' Origin ADC: 'J' Origin SCF: 'C' Origin AMF: 'Q' Origin FSS: 'Y'	<ul style="list-style-type: none"> <li>▪ USPS Pick Up indicator is No in eDoc</li> </ul> <b>AND</b> <ul style="list-style-type: none"> <li>▪ No FAST Appointment associated to container</li> </ul> <b>AND</b> <ul style="list-style-type: none"> <li>▪ Verification Facility Type on the finalized Postage Statement in PO! is BMEU</li> </ul>
<b>Origin Verified Mailer Transported</b>		<ul style="list-style-type: none"> <li>▪ FAST Appointment associated to container through SV Unload Scan or FAST web services or Appointment ID provided in eDoc</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>▪ USPS Pick Up Indicator is No in eDoc <b>AND</b></li> <li>▪ Facility Type on the finalized Postage Statement in PO! is DMU</li> </ul>
<b>DMU Verified USPS Transported</b>		<ul style="list-style-type: none"> <li>▪ USPS Pick Up Indicator is Yes in eDoc</li> </ul> <b>AND</b> <ul style="list-style-type: none"> <li>▪ No FAST Appointment associated to container</li> </ul>

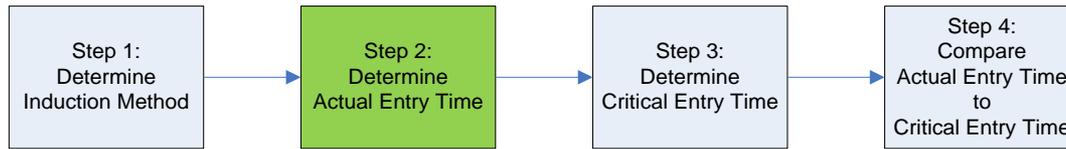


- ❑ **Accuracy in eDoc preparation and FAST Appointment association is critical for determining Induction Method**
- ❑ **Potential Scenarios where Induction Method could be determine inaccurately:**
  - If USPS Pickup Indicator in eDoc is set to 'N' instead of 'Y', the mailing will be interpreted as DMU Verified Mailer Transported instead of DMU Verified USPS Transported
  - Without an associated FAST Appointment, the mailing may be interpreted as BMEU entered instead of DMU Verified Mailer Transported
  - These scenarios may lead to inaccurate Start-the-Clock or No Start-the-Clock causing mail to fall out of measurement

## Step 2.

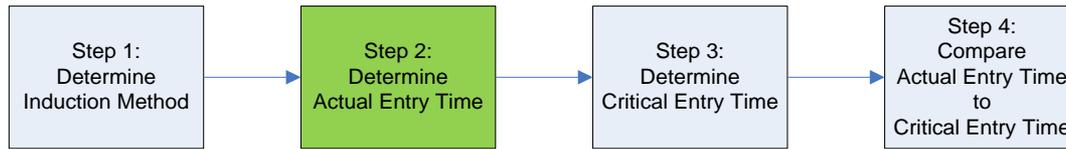
# Determine Actual Entry Time



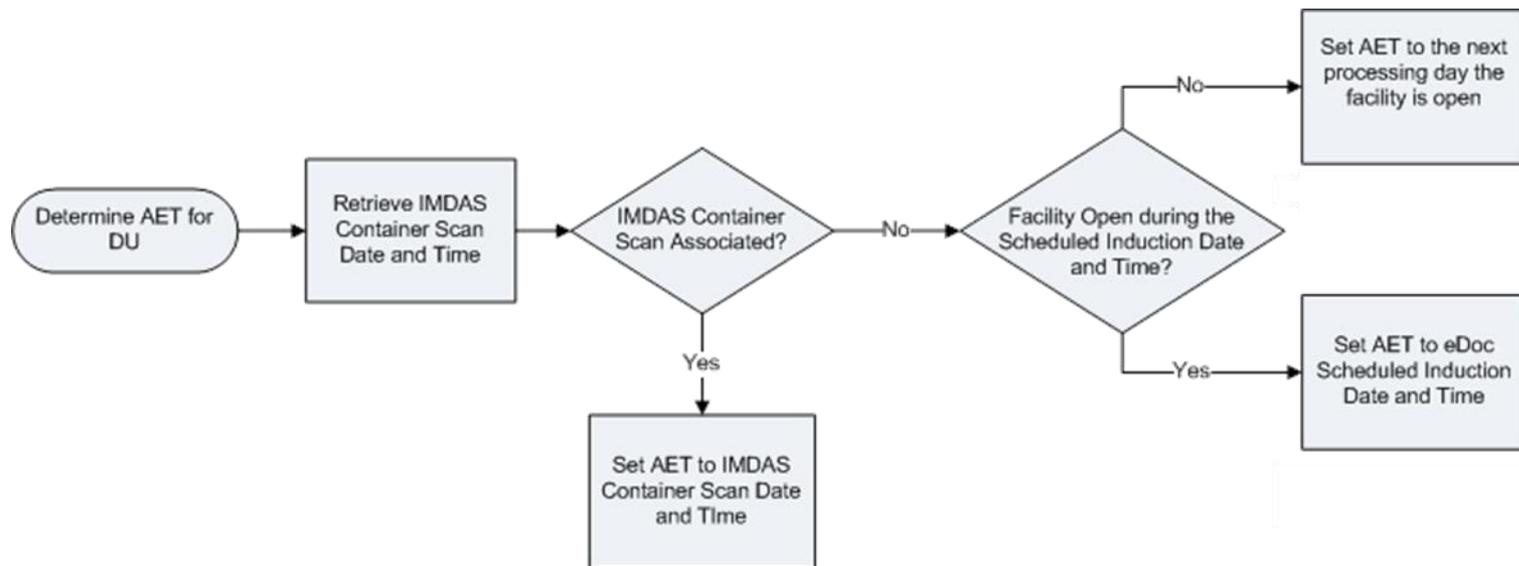


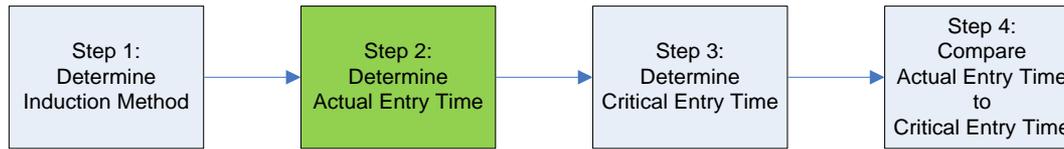
- ❑ **Actual Entry Time (AET) is established by either the FAST Appointment, the SV unload scan, or the IMDAS unload scan (for non-SV sites)**
- FAST Appointment associated with a container is identified either through an SV Unload scan or through the mailer specifying the appointment association in eDoc or FAST
  - If no FAST Appointment is associated, SV Unload scan or IMDAS Unload scan determines AET
  - Below table explains how AET is determined when FAST Appointment is associated

Appointment is Arrived	Actual Entry is determined by
<b>Early</b> Appointment Arrival is earlier than Appointment Scheduled Time	Earlier of <ul style="list-style-type: none"> <li>• SV Unload Scan or IMDAS Unload Scan (non-SV Sites)</li> </ul> AND <ul style="list-style-type: none"> <li>• Appointment Scheduled Time</li> </ul>
<b>On-Time</b> Appointment Arrival is within 30 mins. after Appointment Scheduled Time	Either <ul style="list-style-type: none"> <li>• Appointment Arrival Time, OR</li> <li>• IMDAS Unload Scan (non-SV sites) – if IMDAS scan occurs more than 24 hrs. after Appointment Arrival</li> </ul>
<b>Late</b> Appointment Arrival is more than 30 mins. after Appointment Scheduled Time	<ul style="list-style-type: none"> <li>• SV Unload Scan, OR</li> <li>• IMDAS Unload Scan (non-SV sites), OR</li> <li>• Appointment Unload Start (if no scan occurs)</li> </ul>

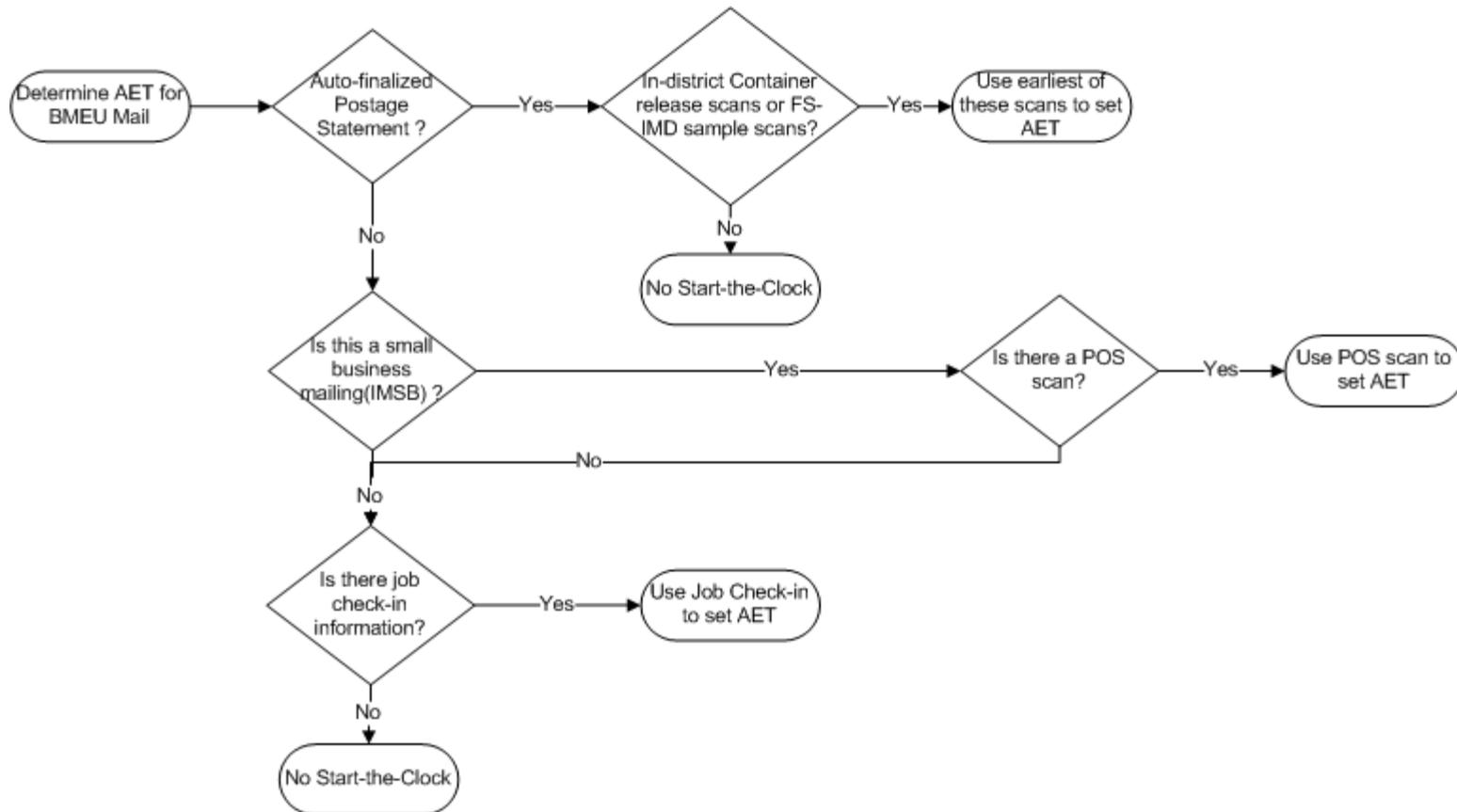


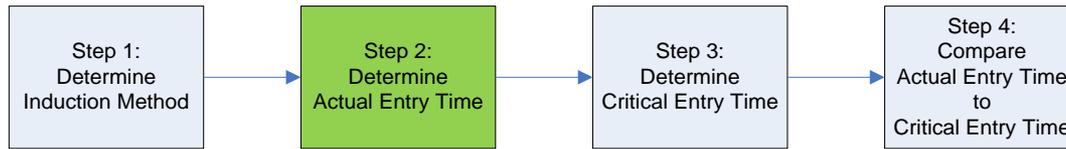
- ❑ **IMDAS Container Scan information is used to establish AET. If there are no container scans, AET is defaulted to mailer provided Scheduled Induction Date/Time.**



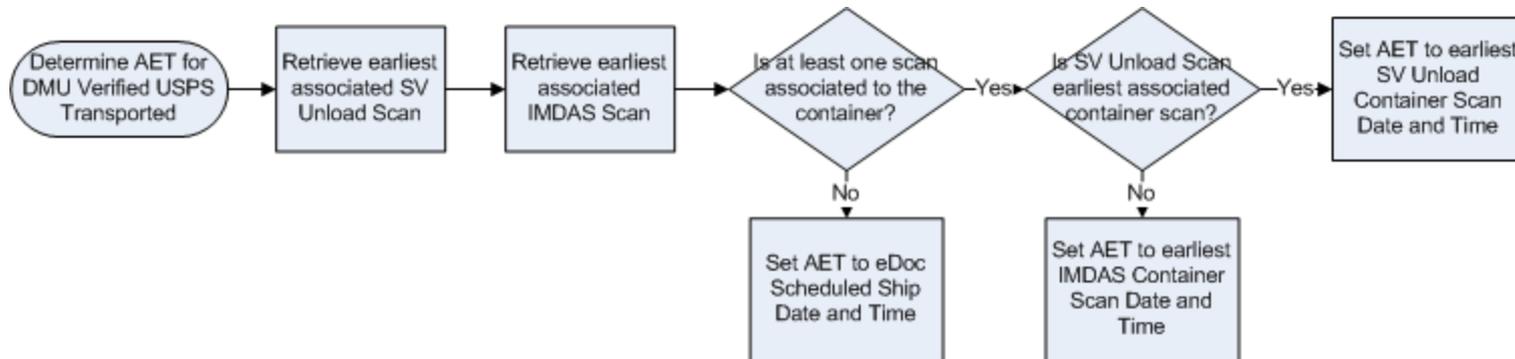


- ❑ **Job check-in information, FS-IMD Container Release/Sampling Scans (for Auto-Finalized Mailings), or POS Boarding pass scans (for Small Business Mailings) are used to establish AET.**



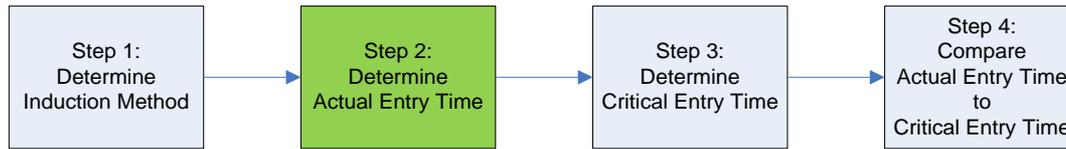


- ❑ **SV Unload Scans or IMDAS Scans will be used to establish AET. In the absence of an SV Unload scan or IMDAS Scan, mailer provided Scheduled Ship Date/Time will be used.**



**Note:**

**Only SV Unload Scans or IMDAS Scans that occur in the same district as the Entry Facility indicated on the eDoc will be considered for Start-the-Clock.**

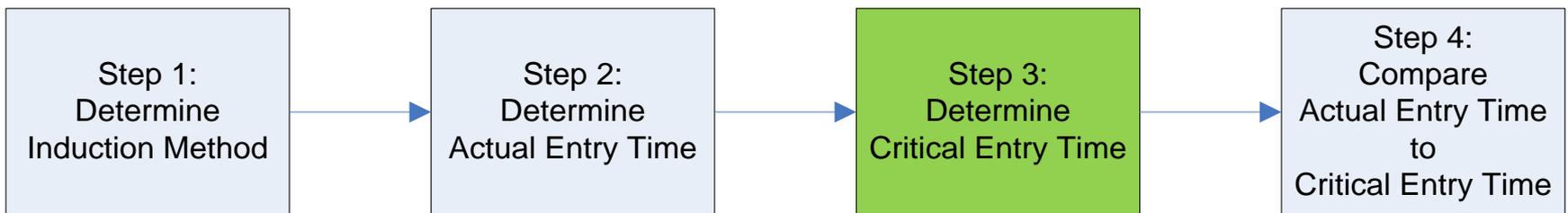


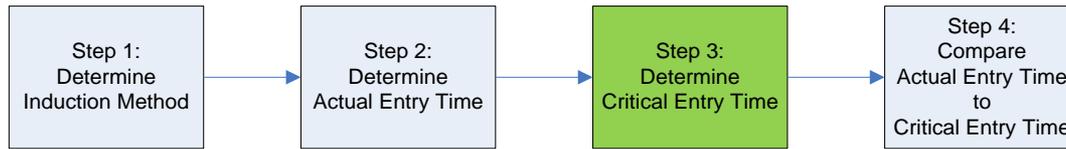
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## Step 3.

# Determine Critical Entry Time





**❑ Critical Entry Time is primarily determined based on:**

- Mail class
- Induction Method
- Container Make-up

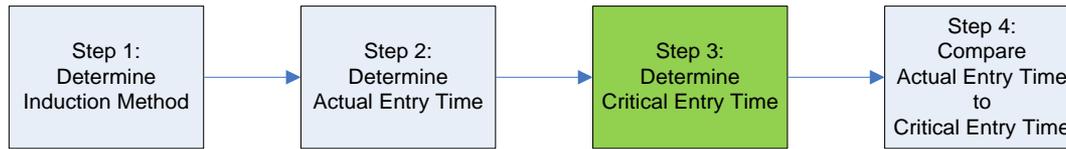
**Additional criteria may apply for specific mail classes**

**❑ Effective Jan 5, 2015, First-Class Overnight mail will receive new Critical Entry Times:**

Mail Class			FCM Overnight
Origin	BMEU	Non-Co-Located	0000
	BMEU Co-Located, Mailer and USPS Transported	L012 Scheme	1200
		All other make-up	0800

**❑ Subsequent slide depicts the CETs for all other types of mail**

# 3. Determine Critical Entry Time



**\* Effective January 5, 2015**

Mail Class			FCM 2 Day / 3-5 Day	Standard	Periodicals	BPM
Origin	BMEU	Non-Co-Located	1500	1500	Listed Below	1500
		Co-Located	1800	1500	Listed Below	1500
	Mailer and USPS Transported	No Separation	1900			
		Working	2000			
		Presort	2100			
		Presort Assigned	2200			
		Hub - STC	2400			
		Hub - THS	0200P			
Destination	Drop-Ship	NDC, ADC, SCF, DDU	N/A	1600	Listed Below	1600
		Tran HUB		1600	1600	N/A
Periodicals (Origin and Destination)	FSS	No Bundle Sort Required 5-Digit/Scheme Container	N/A	N/A	1100	N/A
		Bundle Sort Required 3-Digit and Up Container	N/A		800	
	Non-FSS	No Bundle Sort Required 5-Digit/Scheme Container	N/A	N/A	1400	N/A
		No Bundle Sort Required Pure Carrier Route Pallet	N/A		1700	
		Bundle Sort Required 3-Digit and Up Container	N/A		1100	