

MTAC Workgroup 169: Refine Parcel Machinability Standards

Meeting date: February 19, 2015 (#1)

Meeting format: in-person with web/phone capabilities

Attendees:

Name	Company
Adam Collinson	GrayHair
Bob Schimek	Satori Software Inc
Chet King	UPS MI
Chris Thompson	UnitedHealth Group
Debra Hutton	Hibu
Doug Ferguson	Newgistics Inc
Jon Baldewicz	Quad
Kevin Elkin	RRD
Lee DeVasier	UPS
Paul Klovackas	Pitney Bowes
Phil Thompson	Quad
Richard Porras (Lead)	Newgistics Inc
Roger Franco	Newgistics Inc
Audrey Meloni	USPS, Classification Specialist, Product Classification
Cathy Moon (Lead)	USPS, Manager, Operations Integration & Support
Christian Rivera (Lead)	USPS, Operations Industrial Engineer, Opns Integration & Support
Dane Coleman	USPS, Manager, Network Distribution Center Operations
Jo Ann Wilson	USPS, Strategic Account Manager
John Dunlop	USPS, Manager, Network Operations Engineering
Rick Baxter	USPS, Operations Specialist, Network & Logistics Distribution Center

Agenda:

- Introductions
- Charter
- Future meetings
- Participant feedback

Notes:

- Being the first meeting, everyone introduced themselves and reported the class of parcels in which they are involved
 - **Action: Review to ensure adequate coverage across all mail classes (Leads)**
 - **Action: Request participant from Robert Cintron's group (Leads)**
- Reviewed workgroup charter and clarified that change to standards would be considered for both machineable to non-machineable and vice versa, but the industry would need to provide examples of non-machineable parcels that should be considered as machineable
 - Expressed concern for Jan 2012 DMM change of parcel dimensions from max of 34" to 27"
 - **Action: Gather documentation as to why this change was made, as well as any other parcel engineering studies (USPS)**
- Discussed participant availability and determined future meetings would be held on Mondays, 2:00-3:00 PM EST; initially scheduled as weekly, but will adjust as needed
 - **Action: Send recurring weekly invite to all participants (C Rivera)**

- **Action: Distribute current regulations for machineable parcels for discussion at meeting #2 on March 2 (C Rivera)**
- In trying to narrow scope, possibility of excluding DDU parcels was mentioned, but USPS stated that due to the expanding parcel market, parcel sorters were being deployed to delivery units; suggestion was made to find common elements across machines
- Discussed prior workgroups related to parcel standards
 - **Action: Review MITS for prior workgroup findings (C Rivera)**
- Gathered participant feedback to find out what should be considered moving forward; concerns included:
 - Varied situations should be considered with no major change in machinability; desire for more machineable parcels and not making standards more restrictive, else loss of business
 - Changes must be properly communicated such that industry is knowledgeable to work with mail owners, and DMM interpretation is consistent across USPS operations and acceptance
 - Some non-machineable pieces can be machineable (e.g. prior change in lightweight parcels created two options for less than six ounces)
 - Need to define machinability as some parcels can be placed on automation, but do not meet minimum processing and sorting standards and can potentially damage equipment or other mail
 - BPM parcels - Categorization of BPM, single book pricing, detached address label usage, multi-component parcels using shrink-wrap and strap
 - Standard parcel classification for phone books
 - Size requirements for software
 - Industry impact/cost of Jan 2012 DMM change (34" to 27" max)
 - In addition to dimensions and weight, should consider labeling and packaging
 - Consider new USPS equipment sets, impact of smaller FCM parcels, sack reduction, and current mix of volumes by class
- Discussed option of visiting USPS facility to observe parcel sorting and the possible alignment with other events (e.g. NPF)

Next meeting: Monday, March 2, 2-3 PM EST