



**eVS/PTS User Group**  
**Meeting Minutes**  
**Thursday March 8, 2012**  
**3:30pm – 4:30pm EST**

**Attendees**

Peter Klausner, Emil Aquino, Mark Dropp, Kim May, Arlene Peterson, Doug Ferguson, Matt Magee, John Medeiros, Ed Stashluk, Dave Guinther, Andy Lundgren, Juliaann Hess, Vicki Bosch, Jennifer Howard, Levent Gencoglu, Randall Aman, Tamara Silbergeit, Juliaann Hess, Lisa Hyater, Vicki Bosch, Jennifer Howard, Dawn Whitney, Wade Stephen, Richard Porras, Valerie Yates, Anita Singh, Laine Ropson, Dana Thompson, Tony Wells

**Welcome – Juliaann Hess/Lisa Hyater**

- Roll Call

**PTS Status – Lisa Hyater**

- IMpb Timeline (Juliaann Hess)
  - Effective January 22, 2012
    - Free tracking, including confirmation of delivery
      - Commercial parcels only
      - Excludes
        - Standard Mail
        - Package Services
          - Bound Printed Matter
          - Media Mail
          - Library Mail
    - Unique barcode required for presort and destination entry pricing
      - Transition period until July 2, 2012
      - Excludes Standard Mail
      - Includes Package Services and Parcel Select Lightweight
    - IMpb required for PC Postage Vendors
      - Transition period until July 2, 2012
    - Simplified banner text for the legacy barcode format
      - “USPS Tracking #” or “USPS Signature Tracking #”
  - January 7, 2013
    - IMpb required
      - For all package tracking and extra services barcodes
      - To receive presort and destination entry pricing

- Shipping Services Electronic Manifest Version 1.6 required
  - ZIP + 4 Code or destination delivery address must be included in the file
  - Customer exception process requested through VP, Product Information
  - Laine Robson asked for clarification on the January and July dates
    - Juliaann explained the January 22<sup>nd</sup> date and the transition period to use a unique tracking barcode
  - John Medeiros asked about concatenated barcodes vs. 22-digit PIC by July 2nd
    - If not concatenated it still has to have the 5-digit routine barcode (JH)
- Mail Class only barcodes use the following service type codes
  - STC 134 – Matter for the Blind; Class of Mail = DM
  - STC 378 – Parcel Post; Class of Mail = BP
  - STC 548 – Bound Printed Matter; Class of Mail = BB
  - STC 521 – Media Mail; Class of Mail = BS
  - STC 582 – Library Mail; Class of Mail = BL
  - STC 702 – Standard Mail; Class of Mail = SA
  - STC 742 – First-Class Mail Packages = FC
  - STC 025 – Priority Mail = PM
  - Note: For STCs 742 and 025, mailers should use tracking barcodes with free Delivery Confirmation
  - Tracking events provided in extract files up to and including Arrival at Unit scan event
  - No fee is charged
  - Cannot be tracked on external Track & Confirm website
- List of IMpb FAQ's were presented. An attachment was sent out to the user group with the agenda.
  - Juliaann requested feedback from the customers
- New Shipping Service File 1.7 and 2.0 (Lisa Copeland)
  - Version 1.7 - Fixed Length
  - Version 2.0 - Pipe Delimited (Implemented in the 2<sup>nd</sup> Phase)
  - Provides a solution for electronic/manifesting customers to submit US Customs information electronically.
    - Customs information provided via new Detail 3 and Detail 4 records
  - Allows international customers to use eVS for payment
  - Allows customers to include the original label number for pieces that have been over labeled
  - Optional
    - Version 1.6 will still be supported
  - The following documents the differences between the 1.7/2.0 Shipping Services File and 1.6 Shipping Services File
    - Header Record 1

- Mailer ID Field (New field)
  - Container Record 1 (Delayed to future phase)
    - 6 New Fields
  - Detail Record 1
    - Removal Indicator (New field for future use)
    - Over label Indicator (New field for future use)
    - Original Tracking Number Barcode Construct Code (New field for future use)
    - Original Tracking Number (New field for future use)
    - Customer Reference Number 2 (New field for future use)
    - Recipient Name (Field moved from D2 record)
    - Delivery Address (Field moved from D2 record)
    - Ancillary Service Endorsement (New field for future use)
    - Address Service Participant Code (New field for future use)
    - Key Line (New field for future use)
    - Return Address (New field for future use)
    - Return Address City (New field for future use)
    - Return Address State (New field for future use)
    - Return Address ZIP Code (New field for future use)
    - Logistic Mailing Facility CRID (New field for future use)
- New Scan Event Extract File 1.6 and 2.0 (Delayed for future use)
  - Version 1.6 - Fixed Length
  - Version 2.0 - Variable Length, Pipe-delimited
  - Provides expected delivery, container, recipient address, and over label information to the customer via two new extracts
  - Reason for the delay
    - To satisfy regulatory requirements for electronic customs data through the 1.7 file format
    - To hold PTS-2 schedule to June 2012
- Program Registration Webinars (Carmen Gil)
  - External dates
    - March 19, 2012 – 11:00am Eastern
    - March 22, 2012 – 11:00am Eastern
  - Internal dates
    - March 27, 2012 – 12:00pm Eastern
    - March 29, 2012 – 11:00am Eastern
  - Make up dates
    - April 17, 2012 – 3:00pm Eastern

**eVS Status – Vicki Bosch/Jennifer Howard**

- Release Update: Price Change
  - January 8, 2012 (PostalOne! 29.0)
  - January 12, 2012 (PostalOne! 29.0.1)

- Parcel Select postage statements between 1/8-1/12 unable to finalize
    - PRS some postage statement issues
    - Incorrect PAF and Manifest Errors
    - Extra Services for Parcel Select/Parcel Post were calculated at future prices
  - January 18, 2012 (PostalOne! 29.0.1.1)
    - Launched recalculation for extra services at correct prices
  - January 22, 2012 (PostalOne! 29.0.2)
    - Fix recalculation performance issues
    - Some Parcel Select postage statement errors
  - January 29, 2012 (PostalOne! 29.0.3)
    - Parcel Select charged 0.19 delivery confirmation fee
    - PSLW non-barcoded surcharge applied when barcoded
    - Re-initiated recalculation of postage statements that had not been billed for January
  - February 12, 2012 (PostalOne! 29.0.3.4)
    - Fix recalculation performance issues & re-initiate recalculation of postage statements not yet billed (on February 13)
  - February 26, 2012 (PostalOne! 29.0.4)
    - PRS SCF issues
    - Express Mail with insurance
  - Note: System-wide issues identified as a result of the releases in January have been resolved, with the exception of a few mailers.
- 2012 Planned Releases
  - April 1, 2012 (PostalOne! 30.0)
  - June 10, 2012 (PostalOne! 31.0); TEM/Production Software Deployment
  - June 24, 2012 (PostalOne! 31.0); Implementation – new product availability
  - Planned Functionality (PostalOne! 31.0)
    - International Mail
    - Shipping Services File Format
  - October 14, 2012 (PostalOne! 31.0)
- April 1, 2012 PostalOne!
  - Proposed Changes
    - Destination Entry Validation will still appear in manifest confirmation report and a new report where they can be managed as a monthly adjustment for NDCs & SCFs
    - NEW! Daily Postage Statement Summary report available for view or download
    - NEW! 3rd-Party Payment option for approved Logistics Manager and Mail Owner relationships
      - Ability to use non-eVS mailer owned permits for payment
      - Have by/for visibility

- Additional internal enhancements for sampling quality and monthly reconciliation processing
- June 24, 2012 PostalOne!
  - Major release – may include new products and/or postage statement changes
  - Requirements in design review with IT
  - Tentatively planned
    - International Mail support
    - Shipping Services File format v1.7
- October 14, 2012 Postal One!
  - Requests needed by March 16 for inclusion
  - Currently defining requirements for eVS inclusion
    - Pipe-delimited File version 2.0
    - Over-label functionality for file version 1.7 and 2.0
    - printer friendly version of the postage statement
    - increasing bandwidth for reports for large users
  - Defining requirements and will share requirements on the next eVS user group call
- Updates
  - Final Appendix G (January 2012)
    - Corrections include machinable standard marketing parcels for destination entry only, ONDC/NDC presort
  - Publication 205 (January 2012)
    - Posted by Monday March 12, 2012
  - Proposed Appendix A (June 2012)
    - File Layout to include 1.7
    - Posted by March 16, 2012
  - Proposed Appendix G (June 2012)
    - International Rate ingredients
    - Posted by March 16, 2012
- eVS Communication Plan
  - Issues that are identified either internally or externally affecting multiple mailers, will be included on the eVS issues list for discussion at the user group meetings. We will begin the inclusion of the issue list on the April eVS user group call.
  - Notification will be provided to eVS mailers when eVS issues are discovered. This will allow the mailers to take the necessary actions to minimize disruption to their business. The email notification will include a description of the issue and a status of the resolution.
    - Widespread: all eVS Mailers notified
    - Limited: specific mailers affected by issue notified
    - Isolated: one mailer affected by issue notified
  - **Note: eVS mailers need to ensure the eVS team has an accurate email contact for communicating**
- eVS Sampling Plan

- Proposed Sampling Plan
  - Look at historical data to determine the percentages of the volume going to DDU, DNDC and DSCF.
  - The monthly samples will be taken based on the average monthly volume going to these destinations.
  - The average monthly volume and the percentages of the volume going to DDU, DNDC and DSCF will be re-evaluated every fiscal year or whenever there is a major change in the mailing pattern of the mailers.

### **Industry Feedback**

- Using IMpb's what take precedent, the PICs Service Type Code or the Rate Ingredients
- Version 1.7 – Over label Corrections functionality for June Release
- eVS Sampling and Non-barcoded surcharges for Parcel Select Lightweight pieces sorted to a 5-Digit. Were rules consistent with Standard Mail Parcels overlooked with move to Competitive?
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### **Action Item Review**

- March 8, 2012
  - PTS team to add mail class only barcode information for standard mail, first class mail, and priority mail to the table in the presentation
    - *Refer to slide 7*
  - eVS team to explain the logistics mailing facility field in the 1.7 and 2.0 file format
    - *It is not a required field. Uses MID or CRID to identify the facility where the mail is prepared.*
  - PTS team to provide a sample of the 1.5 extract file format to John Medeiros
  - PTS team to add sample files to RIBBS to help mailers
    - *In progress*
  - PTS team will provide an expected date of when customers will be able to sign up for new extracts file format through Program Registration
    - *After the PTS June Release*
  - PTS team to provide dates on what's needed by when for IMpb
    - *Refer to slides 4, 5, and 6.*
  - eVS team to provide a communications plan to provide to customers when there are many eVS issues (especially after a release)
    - *Refer to slide 21.*
  - eVS team to facilitate a special meeting on February 22 at 3:30pm on how to set up a VAE and request a reconciliation via the customer gateway
    - *Meeting held on 2/22/2012.*
  - Tony to send out a meeting notice on the eVS special meeting
    - *Meeting notice sent on 2/13/2012.*
  - eVS team to provide a rate ingredient in Appendix G for machineable standard marketing parcels for destination entry only

- *In Progress.*
- eVS team to investigate a printer friendly version of the postage statement
  - *Refer to slide 19*
- eVS team to investigate increasing the bandwidth for reports for large users
  - *Refer to slide 19*
- PTS team to contact Bob Moran for his conceptual plan for the "open pipe" concept for mailers to send and receive data from PTS II
  - *A technical solution for "open pipe" has not been defined yet. Efforts to analyze and define a solution will not occur until after June.*
- eVS team to schedule a meeting to reconvene the sub group for eVS content
  - *Scheduled for 3/15/2012 at 3:30pm*

### **Questions / Comments**

John Medeiros – “open pipe” questions for Bob Moran can be sent to Tony Wells and he will forward to Bob. A special session could be scheduled.

International References and Customs – any plans for making it totally electronic instead of having to use a 2976? Ans. No word on the custom form going away. It’s not in the eVS team’s power. We will follow up with the International team and possibly request a member of the International group speak to the group. It appears that paper will stay.

Are there any sessions at the postal forum? Bob Moran and Juliaann Hess will be giving a talk at 2:00pm on Tuesday. The eVS team has a session at 4:30 on Tuesday.

### **Action Items**

- PTS will provide the requirement for event files due at the end of month
- PTS will send out the meeting notice for Program Registration Webinars
- Industry will provide feedback by March 16
- Suggestions for reports should be sent to Jennifer, Vicki, and Tony
- Suggestions for open-pipe should be sent to Tony so it can be forwarded to Bob
- Juliaann requests feedback from the industry on the IMpb FAQ
- Confirm the grace period for the destination validation and the rules for conflicts for the rate ingredients with the service type codes

Next meeting scheduled for *Wednesday 4/11/2012 at 3:30pm.*